

## **2024 MBIM URS Poster Presentation Guidelines**

The 2024 MBIM URS will be in a completely in-person format. More details will be emailed to each of the presenters once they submit an abstract. Students are encouraged to register in teams or as an individual. If you are registering to present as a team, note that only one person per team needs to fill out the abstract submission form found on our website: <https://blogs.ubc.ca/mbimurs/>.

### **Presentation Logistics:**

- The presentations will be conducted live and in-person. All members must be present and contribute equally to the presentation. No pre-recording will be accepted.
- Presenters will be asked to submit their poster in PDF format by April 22. Detailed instructions to follow.
- Posters must be in a 36" x 48" (91.4 cm x 121.9 cm) format. Either horizontal or vertical is acceptable.
- Presenters must arrive 15 minutes early to set up their posters.
- During the presentation period, presenters must stand next to their poster.
- Presenters will give a 5-minute walk through presentation to judges which will be followed up by a brief Q&A:
  - For other visitors that may view your poster, presenters should ask whether they would like a quick recap or their full 5-minute walk through.
- At the end of the day, presenters must take down their posters. Posters are the property of the presenters and MBIM URS 2024 will not be able to store them.

### **Presentation Layout and Formatting:**

- Posters must be submitted in a ready-to-print PDF format. The poster must have dimensions of 36 x 48" inches (horizontal or vertical is acceptable).
- To ensure that presentations are the required dimensions, you may choose to either download an MBIM URS 2024 template [Project Template](#) or create a new PowerPoint file (instructions below):
  - Create a new PowerPoint file. To change the dimensions to fit the recommended poster size and resolution, go to:

- Design (on the top bar)
    - Slide size (on the right)
    - Page Setup
    - Set width at 121.92 cm (4 ft) and height at 91.44 cm (3 ft).
  - When you're ready to print, save your poster as a PDF directly using the 'save as PDF' option in PowerPoint.
- Font sizes must be large enough such that all text is legible from a distance. Typically text should be no smaller than a 20 point font size.
- Aim to maximize the use of images, tables, and diagrams. Generally, the less text used, the better.
  - Ensure that all images, tables, and diagrams are cited correctly if they are not your own.
  - Uploading images using .tiff, .jpg, or .eps formatting will minimize resolution loss.
  - Figures should be colour-blind friendly. Coblis and ColorBrewer are useful resources that can aid in designing such data.
- Once the poster is complete, save your poster as a PDF directly using the 'save as PDF' option in PowerPoint.
- Images, figures, and text should not be placed too close to each other or to the edge of the poster as the printing process could result in some errors. Leave a minimum margin of ½ inch around the edge of the poster.
- When designing your poster, it is important to choose a pleasing colour palette. There should also be a contrast between the text and the background colour to ensure the legibility of the text.
- When curating the layout of your poster, keep in mind that content at the top left will be the audience's entry point into your project. It is best to place something eye-catching or engaging in this position.
- Content should be organized into columns or rows as this is useful when defining the flow of your presentation.
- Aim to guide the audience through the 'story' of your project. Be familiar with your figures such that you can describe the axes, controls and methods.
- Common sections to include in a research poster include (but are not limited to):
  - Title
  - Authors & affiliations
  - Introduction
  - Research Aims/Hypothesis
  - Methodology
  - Results
  - Conclusion(s)
  - References

- Acknowledgements

## **Presentation Day**

- Poster presentations can be individual or team-based.
- Poster presentations to judges are timed and will be limited to 5 minutes.
- Presenters should be prepared to receive questions and feedback from judges and audience members.

## **Useful resources for preparing poster presentations:**

- Link to the MBIM URS 2024 poster template: [Project Template](#)
- [https://www.roubc.com/wp-content/uploads/2018/11/REX\\_example\\_poster\\_1.jpg](https://www.roubc.com/wp-content/uploads/2018/11/REX_example_poster_1.jpg)
- [https://www.roubc.com/wp-content/uploads/2018/11/REX\\_example\\_poster\\_2.jpg](https://www.roubc.com/wp-content/uploads/2018/11/REX_example_poster_2.jpg)
- [https://www.roubc.com/wp-content/uploads/2018/11/REX\\_example\\_poster\\_4.jpg](https://www.roubc.com/wp-content/uploads/2018/11/REX_example_poster_4.jpg)
- <https://scwrl.ubc.ca/stem-writing-resources/communicating-in-stem-disciplines/poster-presentations/>
- <https://brand.ubc.ca/guidelines/downloads/print-and-presentation-templates/>