

MSRC OPEN FORUM

POSTER PREPARATION INSTRUCTIONS

REMINDER: The recommended layout for posters and storyboards is indicated below. Assistance is available from the MSRC Research Committee to help you in preparing your study and your presentation. Please feel free to contact committee chairperson

Presentation Format

- Poster – one piece of display board or heavy weight paper *only*
- CQI Storyboard

Content/Layout

- Storyboard/Poster (the following sections are required)
 - ✓ Title –Author – Institution Banner (72 – 144 point type (1-2 inches high))
 - ✓ Abstract (Area #1)
 - ✓ Introduction (Area #2)
 - ✓ Methods and Materials (Area #3)
 - ✓ Results (Area #4)
 - ✓ Tables, Figures or Graphs (Areas #5 and #6)
 - ✓ Conclusions (Area #7)

The above sections may be printed directly on poster paper from disk, or may be printed on separate sheets of paper affixed to a poster board. **Reminder:** the poster will be hung on a drapery backdrop with poster hangers. Upper corner and center grommets may be helpful to prevent tearing or bending of thin display board stock.

All text and illustrations, except the Title-Author-Institution Banner, will be viewed from a distance of 3 feet and should be in 16-18 point upper and lower case bold type (approximately ¼ inch high). See samples below:

Sample – 16 pt. Type

Sample – 18 pt. Type

Suggestions:

- ✓ Charts, drawings and illustrations can be similar to slides
- ✓ Avoid unnecessary detail.
- ✓ Simple and neat is better
- ✓ Avoid “artsy” or ornate presentations.
- ✓ Keep captions brief and labels clear.
- ✓ Indicate the sequence of presented material by arrows, numbers
- ✓ Try to make your poster self-explanatory.

Following these suggestions will leave you free to supplement information, answer questions and become involved in more in-depth discussion

Mail: Intent Form and the Abstracts to:
The Michigan Society for Respiratory Care
Fax: (517) 485-9408
www.michiganrc.org

QUESTIONS? Email us at MSRC-Research@umich.edu