

48" x 72" (4' x 6') Poster Template

Instructions and Guidelines for Use

Headers and text are placeholders and can be modified/repositioned for your content (see more below).

Note: Text size may be modified, within reason to fit your content. Maintain the ratio of header text to paragraph text if you need to resize text to fit your content. Further, line spacing may be adjusted to decrease/increase the space to fit your text; highlight the paragraph(s) and right-click and choose "Paragraph" to adjust line spacing.

SPACING

Maintain existing space between columns of text. The boxes around the text will automatically fit the text you type, and if you click on the text, you can use the little handles that appear to stretch or squeeze the text boxes to whatever size you want.

SIZE OF POSTER

In this PowerPoint file, the poster is built at 50% of the final produced size (24" x 36"). Your vendor should reproduce this at 200% of the file size. To preview your poster in actual size, go to View/Zoom/200%.

IMAGES

Images should be a minimum 300 dpi resolution and jpg or tif format.

CHARTS FROM EXCEL

Select the chart, right-click and Edit/Copy, and then Paste into PowerPoint. The chart can then be stretched to fit as required. If you need to edit parts of the chart, it can be ungrouped. **Watch out** for scientific symbols used in imported charts, which PowerPoint will not recognize as a used font and may print improperly if we don't have the font installed on our system. It is best to use the Symbol font for scientific characters.

Logo / Image

Title of the Research Study

Author 1
Author 2
Author 3

optional: Image / additional logo

BACKGROUND or INTRODUCTION

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METHODS

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Subheader

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Figure/Chart/Image 1



RESULTS

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Figure/Chart/Image 2



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CONCLUSION

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For More Information

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Acknowledgements / Sources

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