

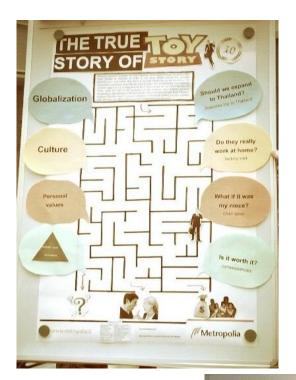
Poster Session

Preparation, planning, presentation

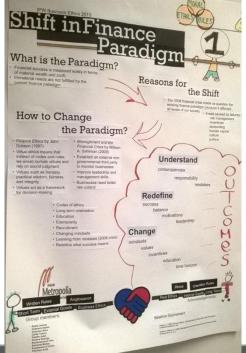




But have you done this?







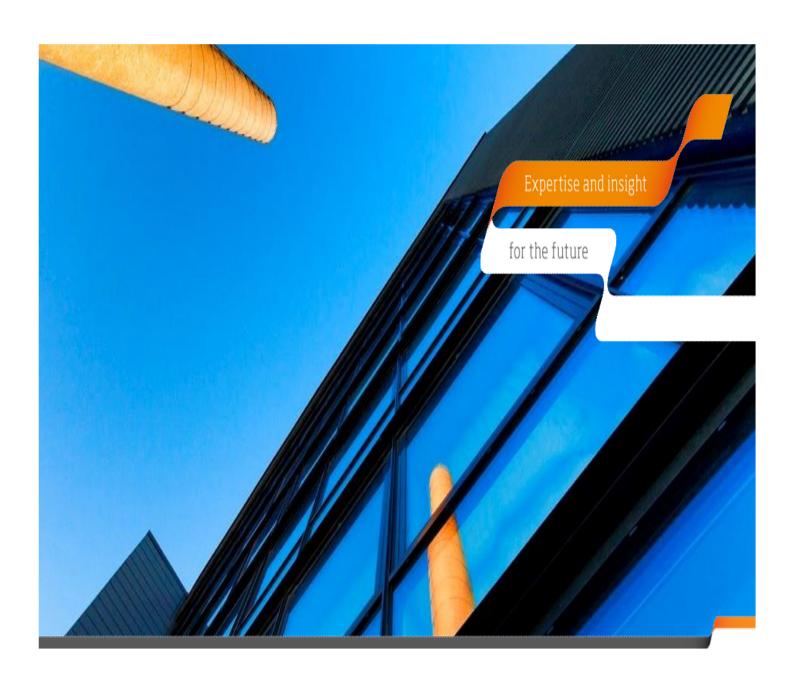


And presented it like this?









Poster Session on Friday 10-12



Poster Sessions

- Conferences
- Trade Fairs
- Job Fairs
- Research Fairs
- University Courses: IPW at Metropolia



Poster presentations – why?

 Allow many participants to report findings or ideas within a single session





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Poster presentations – how?

- Audience come and go
- Presenters explain their poster several times during the session





8

Your posters will be evaluated on Friday on the basis of poster design, effective presentation, poster contents and key messages learned.



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4 Steps for Preparing a Poster



Step 1: Analyse your audience

 tailor the content and design elements to those you wish to reach

> -> affects your content and design decisions



Step 2: Rank your information

- MUST know
- Good to know
- Nice to know
- Include the MUST, add some Good, and save Nice for talking with your audience

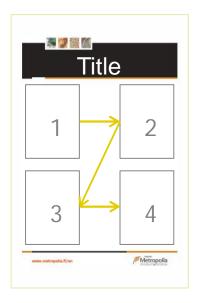


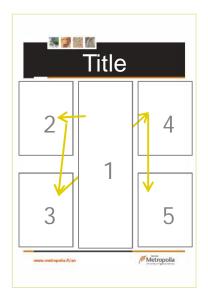
Step 3: Design the visual layout

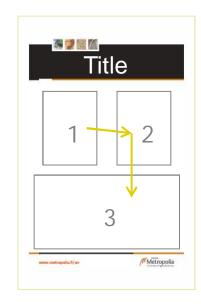
- •Font size: 30-36 points
- Use your visuals to emphasise the most critical information
- •Use color to show which elements go together



Some options for laying out a poster





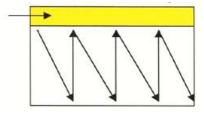


Source Pirjo Elo IPW2012



Step 4: Create coherence

- = make it easy for your audience to move from one topic discussed on your poster to another and to see the relationships between them
- plan the arrangement of information by relying on what we know about how readers read:
- •from left to right
- Top to bottom





A good poster is...

focused

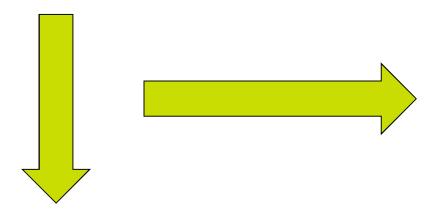
• identify your main message and create a poster that supports that message

visual

let pictures, graphs and images tell the story, avoid too much text

logical

make use of gravity in structuring your poster





Create a clever title

Remember to_ give your group number

Use white space

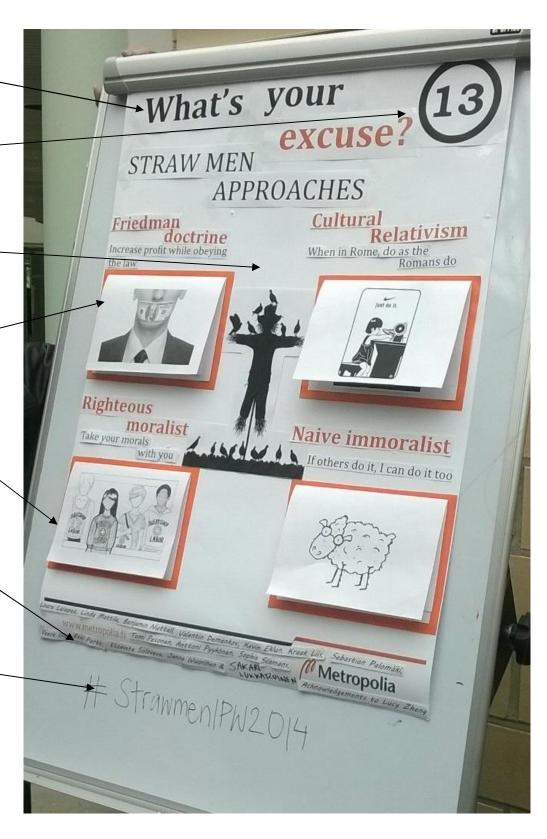
Clear sections with clear titles

Use visual aids: images, graphs etc..

Give credit: group members, <a>sources and lecturer

Activate your audience!







2 Presentation

Timing Delivery Interaction Language



Timing

- Plan for 6 8
 presentations of 5 –
 10 mins
- Allow time for questions and natural interaction





Delivery

Formal



Informal





First impression is important

Practise your opening





Dress to project the right image for your poster







Interaction







Your voice

 Poster sessions can be noisy. You need to project your voice and speak more loudly than normally.





Language

- Inclusive "we" "our" "let's take a look at …"
- Jargon have a glossary or handout for complicated terms
- Abbreviations give a list if necessary

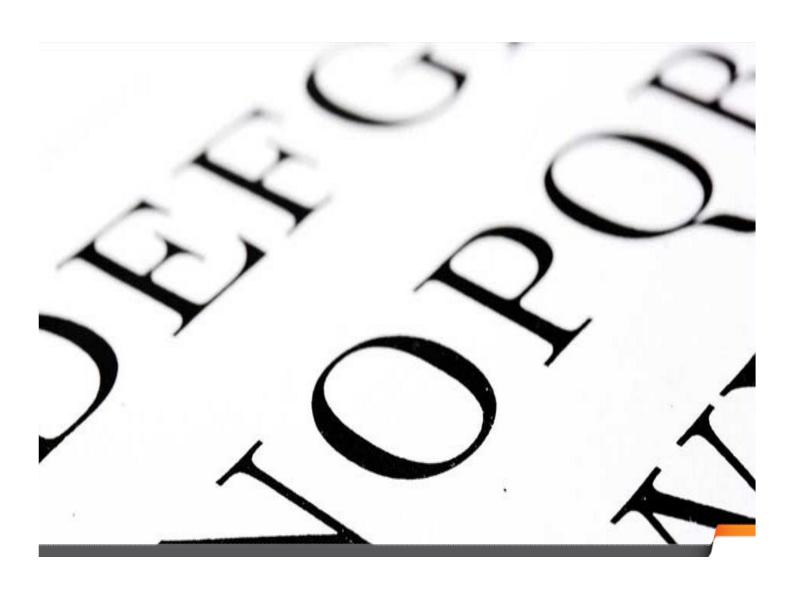


As in any presentation

- Don't read
- Use small cue cards for notes if necessary







Practicalities



Each group ...

- will receive their Metropolia A1 size poster template on Thursday
- may insert prints, charts, text, images, etc. on their poster
- can print A4 size colour print-outs on Thursday
- will evaluate 5-6 other posters during the poster session on Friday at 10.00-12.00.

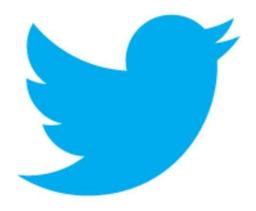


Poster Session on Friday

- 9.30 Final poster and presentation **preparations** with your home group, **Main Lobby**
- 10.00 **Opening** of the event, iPads distributed, **A-auditorium**
- 10.10 **Home group's poster presentation** with lecturer & evaluation/assessment
- 10.50 Groups, lecturers & visitors start moving around **other posters**, evaluation of other posters
- 11.50 **Return to your own group's poster** with lecturer who takes final attendance
- 12.00 Closing ceremony ALL, A-auditorium



Join the discussion!



#ethicsIPW2015



References

Elo P Creating poster presentations PowerPoint IPW2012 McMillan K. & Weyers J. (2009) *The Smarter Study Skills Companion* Pearson

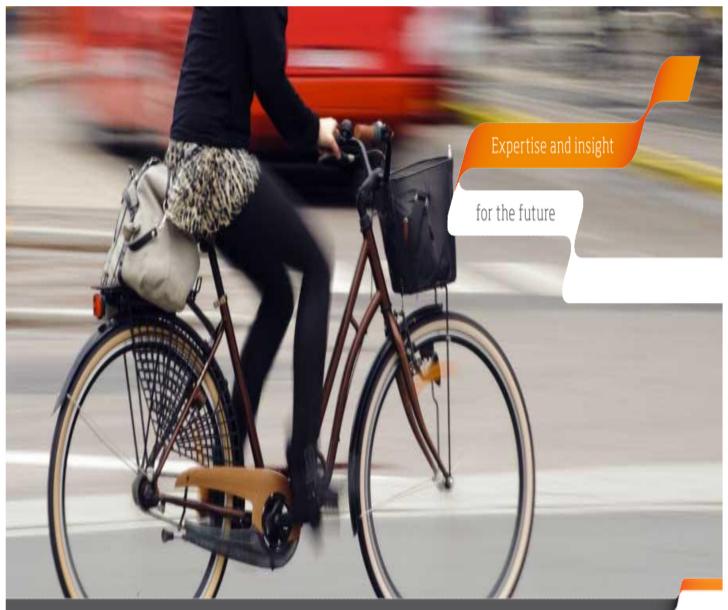
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https://wiki.metropolia.fi/display/liiketalous/International+Project+ Week+%28IPW%29+13.-17.5.2013



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THANK YOU!

- www.metropolia.fi/en/
- www.facebook.com/MetropoliaAMK
- name.surname@metropolia.fi

