Test Whether Your Poster Can Stand Alone

*This checklist provides criteria for evaluating a poster’s completeness.*

**Content**

- Uses informative title, headings
- Provides motivation
- Identifies problem or gap in knowledge
- States objectives / research questions
- Describes approach or methods; states key assumptions
- Presents results and conclusions
- Focuses on key points, not extraneous details
- Uses logical pattern of organization
- Explains figures/tables and labels them appropriately
- Eliminates or defines jargon/acronyms
- Uses correct grammar, spelling, and punctuation
- Cites references
- Acknowledges support
- Includes contact information

**Visual Display**

- Appropriate number of words and images (not overloaded)
- Font sizes can be read easily from 4 - 6 ft. away
- Figures focus on critical elements; not excessive in detail
- Chart junk is minimal
- Comparisons make analysis clear and easy to evaluate
- Backgrounds do not interfere with text or diagrams
- Adequate white space makes organization of information clear
- Images are high quality and relevant to purpose
- Color choices are attractive and easy to view
- Formatting conventions are applied consistently

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