THE BASICS: POSTERS SHOULD...

⇒ Be created in Microsoft PowerPoint (on one slide)
⇒ Slide should be adjusted to 24 x 36 (see p. 2 for “how to”)
⇒ Be submitted as PDFs
⇒ Contain 300 - 450 words
⇒ Include quality images
⇒ Include:
⇒ Title of project, section headings, section text
⇒ Works Cited or References
⇒ Any relevant images & appropriate captions
⇒ Your name, your professor’s name and course code
⇒ Use a sans serif font like Arial for easy reading
⇒ Have a logical layout

THE BIG PICTURE: WHY A POSTER?

Attendance at the poster showcase is mandatory.

You will be making one poster for each of your Honors classes. The only reason why you would not make a poster is if you have been selected to present a paper during our Honors Student paper presentations earlier in the day instead. Please make plans to be available to respond to questions regarding your work.

Preparing for the Honors Poster/Project Showcase gives you experience in synthesizing your work, displaying it and discussing your findings. It allows you the opportunity to share an aspect of what you have learned with the college community.

Finally, as institutional members of the National Collegiate Honors Council, the HCCC Honors program would like to prepare students for the experiences they will encounter in four year honors programs with this important activity and event.
HONORS SHOWCASE

A FEW NOTES ABOUT POSTER CREATION...

Your poster should be constructed so that it presents the most important parts of your paper in a self-explanatory manner. Think about what point you’re trying to convey to your reader and how you are making that point through the content of the paper. Keep your poster simple and brief. A poster is not a place for you to tack up your entire body of research for people to read. Instead, think of a poster as a series of highly efficient, organized “panels” (a storyboard) upon which appear synopses of the relevant information you want to convey – just enough to get your point across. Make your poster visually appealing. Use photographs, graphs, charts and maps. However, be sure to simplify charts and figures to include only relevant information.

You can make a poster using Microsoft PowerPoint. Please note that in PowerPoint, you will use one slide as your poster.

To make your slide the correct size (24 x 36), open a new presentation, and then go to the tab labeled “Design.” Then, on the right side, click on “Slide Size.” From the dropdown menu, click on “Custom Slide Size,” and set the width and height at 24 x 36 inches. The slide should remain in landscape layout.

Be sure to save it as a PDF. This makes printing easier.

POSTER WORKSHOPS

The HCCC Writing Center will host specific Poster/Project Workshops to help you with this process.

Joseph Pascale, our Writing Center Coordinator, will present workshops on how to prepare your posters. Poster samples will be made available during these sessions. Plan to attend at least one.

Don’t forget to put your name and the course number on the poster!

Need help? Attend a poster workshop!

POSTER PRINTING & POSTERBOARDS

If emailed to honorsproject@hccc.edu by Monday, November 28, the Honors Program will take care of printing the poster. Otherwise, it will be your responsibility.

Once your poster is printed, you will need to come to Arts & Sciences (J Building, first floor) and pick it up. It is your responsibility to mount your poster on the provided poster board.

Even if you have not submitted a poster for printing, you may still pick up a poster board from Arts & Sciences (J-108).
SHOWCASE DAY

What should I expect on the day of the showcase? The college community will be invited to visit the showcase. You will stand next to your poster. Some people will stop and take a quick look and move on. Others will want to hear about your research and may even ask you further questions about the subject matter.

By when do I need to arrive? Arrive with your poster at least 15 minutes before the start of the showcase to set it up. Poster locations are chosen on a first-come first-served basis. Unless you’ve made other arrangements with your professor, be prepared to be present for the entire showcase.

How should I prepare for the showcase? Practice talking about your poster. Have a few sentences of discussion prepared prior to the showcase. Also, you may find it helpful to anticipate questions people may have and prepare answers accordingly.

How should I dress? Business casual is the preferred dress. However, in the past, we have had a few students who have worn costumes related to the topics they were presenting on.

Is there anything else I should know? Proofread! Proofread! Proofread! Any grammar or mechanical error is going to be magnified (literally) due to the size of the poster. Your poster represents you and your work. Take great care to plan and organize it well. Make sure it communicates the intended information in an interesting, visual manner.

Can I invite my family and friends? Of course! Everyone is invited to Honors Showcase Day!

After the showcase: Be sure to take your poster with you!

PAPER PRESENTATIONS

Some students will be selected to present their research papers as part of conference-style panels. These panels will take place prior to the Poster Showcase. Generally, students are recommended by their professors. If you are selected, then your professor will share more specific details with you.

A few times during the semester, the Honors Program holds Research and Public Speaking Workshops. All Honors students are encouraged to attend!

Look out for our Research and Public Speaking workshops!!!
JANI DECENA-WHITE
HONORS PROGRAM
COORDINATOR

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Email: honors@hccc.edu

With great effort, comes great success.

EVENTS BY DATE

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poster Design Workshop</td>
<td>Monday, October 3</td>
<td>4:45-5:45</td>
<td>L-318</td>
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<tr>
<td>Poster Design Workshop</td>
<td>Thursday, October 6</td>
<td>12-1</td>
<td>L-318</td>
</tr>
<tr>
<td>Poster Design Workshop—NHC</td>
<td>Wednesday, October 19</td>
<td>2-3</td>
<td>N-515</td>
</tr>
<tr>
<td>Posters due for Printing</td>
<td>Monday, November 28</td>
<td></td>
<td><a href="mailto:honorsproject@hccc.edu">honorsproject@hccc.edu</a></td>
</tr>
<tr>
<td>Paper Presentations (Session A)</td>
<td>Thursday, December 8</td>
<td>12-1:15</td>
<td>Follett Lounge</td>
</tr>
<tr>
<td>Paper Presentations (Session B)</td>
<td>Thursday, December 8</td>
<td>1:30-3</td>
<td>Follett Lounge</td>
</tr>
<tr>
<td>Poster Showcase (Session C)</td>
<td>Thursday, December 8</td>
<td>3—5</td>
<td>Scott Ring Room</td>
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</tbody>
</table>

Images courtesy of: https://openclipart.org

Created by H. DeVries 8/2016
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