Poster Presentation Guidelines (8)

All design teams are to prepare a poster describing their project and to participate in a public poster demonstration night as indicated in the Schedule of Deliverables in the course outline. Expectations are:

Content

- Provide all key information that would be needed to gain a basic understanding of your project. Be judicious about what to include and what to exclude. Your target audience is technically inclined peers, industry representatives and non-technically inclined general public with an interest in sustainable energy systems.
- Provide the date, all student names and list the course: ENGR 400: Sustainable Energy Systems Design Projects. If acceptable to your industry client include their name and logo.
- The poster event is a public event. It is important that you clear any content you will be displaying with your industry client beforehand. If you have difficulties acquiring their approval or concerns with the level of sanitization contact the Design Engineering Office.

Format

- Maximum size is 4’ x 6’.
- Lay out the content so that there is a natural flow from element to element.
- Use graphics that clearly convey key concepts.
- Use font sizes that can be read from a distance.
- Make your poster visually appealing so that people will want to learn about your project.
- The posters should be laminated. Zap copy services can do this for $100 to $150. You are encouraged to ask your industry client if they are interested in sponsoring your poster. If you are unable to secure this sponsorship contact the Design Engineering Office.
- ELWA144 contains six posters from the 2007 offering of the course.
- In addition to a tack board you will be supplied with a 30” x 60” table. You may use this space for other supplementary materials. This may include: a prototype, a laptop video presentation, project brochures, a model, or anything else you feel enhances your presentation.

Presentation

The design team is expected to maintain a presence at their display for the entire event. Scheduling of that presence is left to the individual teams.

Evaluation

Poster presentations will be evaluated based on the “Do’s and Don’ts” of poster making found on: [http://www.soe.uoguelph.ca/webfiles/agalvez/poster/poster_making/entry.htm](http://www.soe.uoguelph.ca/webfiles/agalvez/poster/poster_making/entry.htm). Review this webpage before creating your poster.