

STEPS Conference

Guide for poster preparation



Poster size

It is important that the poster is printed at the correct size for the specific event. Oversize posters will not be accepted. For the research projects, students follow the following guideline:

- 1- Posters should be portrait (vertical) orientation.**
- 2- ISO paper size A1: (594 mm wide x 841 mm high) or (23.4 in inches wide × 33.1 inches high).**

Content of the poster

- 1- You will need to write a title for your poster.
- 2- Mention the author name (your name) and the name of the supervisor.
- 3- Give a brief and informative abstract (it must be one paragraph).
- 4- Short introduction must be provided (very relevant to the studied topic and supported by references).

Content of the poster

5- Detailed methodology (visual method is preferred).

6- Results must be presented in a clear way (visual method is preferred).

7- Conclusions and recommendations (very brief).

8- References (two or three references are enough).

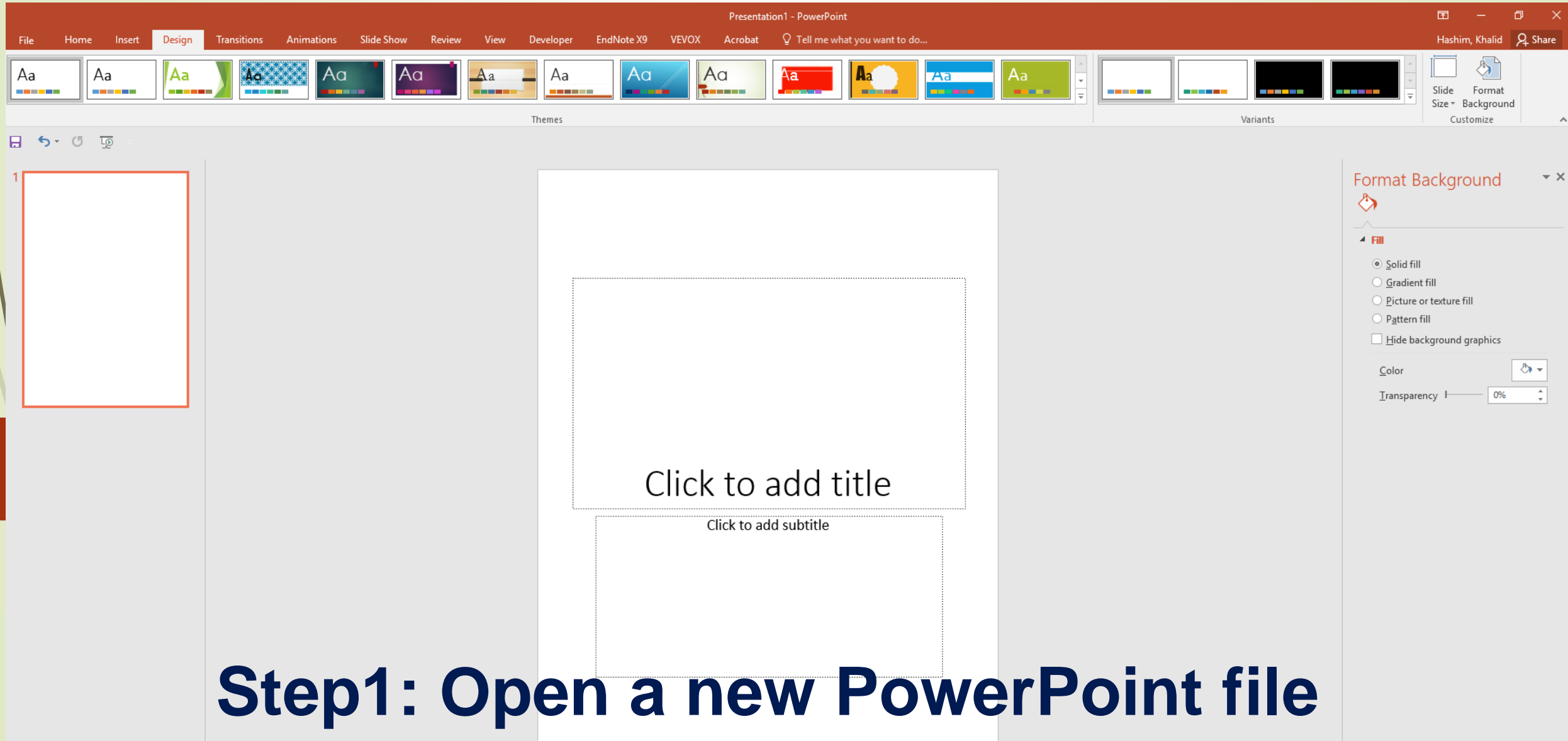
Content of the poster

6. The title must be readable from 6 metres away. Thus, it is preferred to use font **size \geq 50-point text.**
7. The body text must be readable from 2 metres away. Thus, it is preferred to use font **size \geq 24-point text.**
8. Use all the space at your poster, but do not influence the quality of the content.
9. limited use of colours is more preferred than a 'rainbow'. Think about why you are using colour.

Content of the poster

10. Expect some visitors with colour-blindness. Thus, avoid colour combinations that cause problems for these visitors (such as red and green in proximity).
11. Clearly label figures and tables and provide references to them in the text.
12. Keep the word count as low as possible.

Poster preparation using PowerPoint



Step1: Open a new PowerPoint file

Poster preparation using PowerPoint

The screenshot displays the Microsoft PowerPoint interface. The top ribbon is set to the 'Design' tab, which is highlighted with a blue arrow. The ribbon includes options for Themes and Variants. The main slide area shows a blank slide with a red border on the left and a large white area in the center containing two dashed boxes for 'Click to add title' and 'Click to add subtitle'. On the right side, the 'Format Background' task pane is open, also indicated by a blue arrow. The task pane shows the 'Fill' section with radio buttons for 'Solid fill', 'Gradient fill', 'Picture or texture fill', and 'Pattern fill'. The 'Solid fill' option is selected. Below the fill options, there are fields for 'Color' and 'Transparency' (set to 0%).

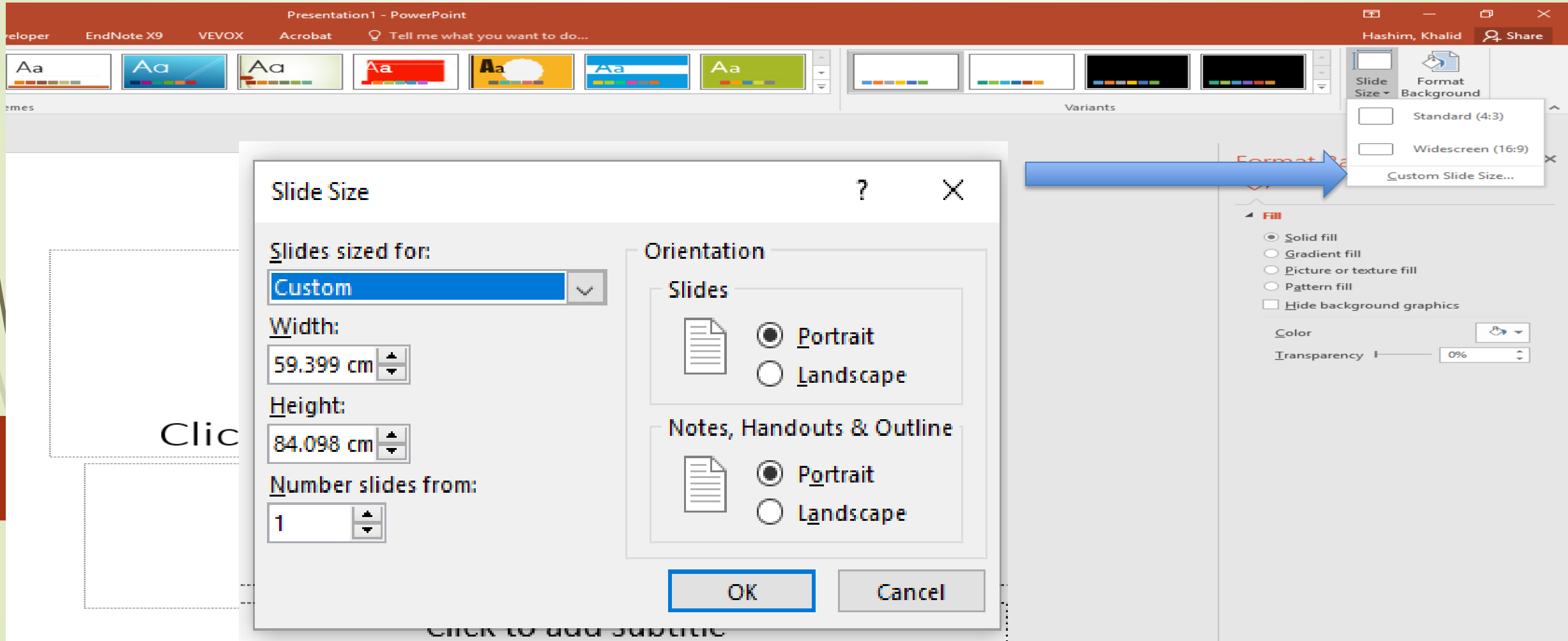
Step2: Go to slide size

Poster preparation using PowerPoint

The screenshot displays the Microsoft PowerPoint interface. The title bar shows 'Presentation1 - PowerPoint'. The ribbon includes 'Home', 'Insert', 'References', 'Send to Backstage', 'Tell me what you want to do...', 'Background', 'Slide Show', and 'Help'. The 'Format Background' task pane is open on the right, with the 'Slide Size' dropdown menu expanded. The menu options are 'Standard (4:3)', 'Widescreen (16:9)', and 'Custom Slide Size...'. A blue arrow points to the 'Custom Slide Size...' option. The main slide area contains a title placeholder 'Click to add title' and a subtitle placeholder 'Click to add subtitle'. The 'Fill' section of the task pane shows 'Solid fill' selected, with 'Color' and 'Transparency' options.

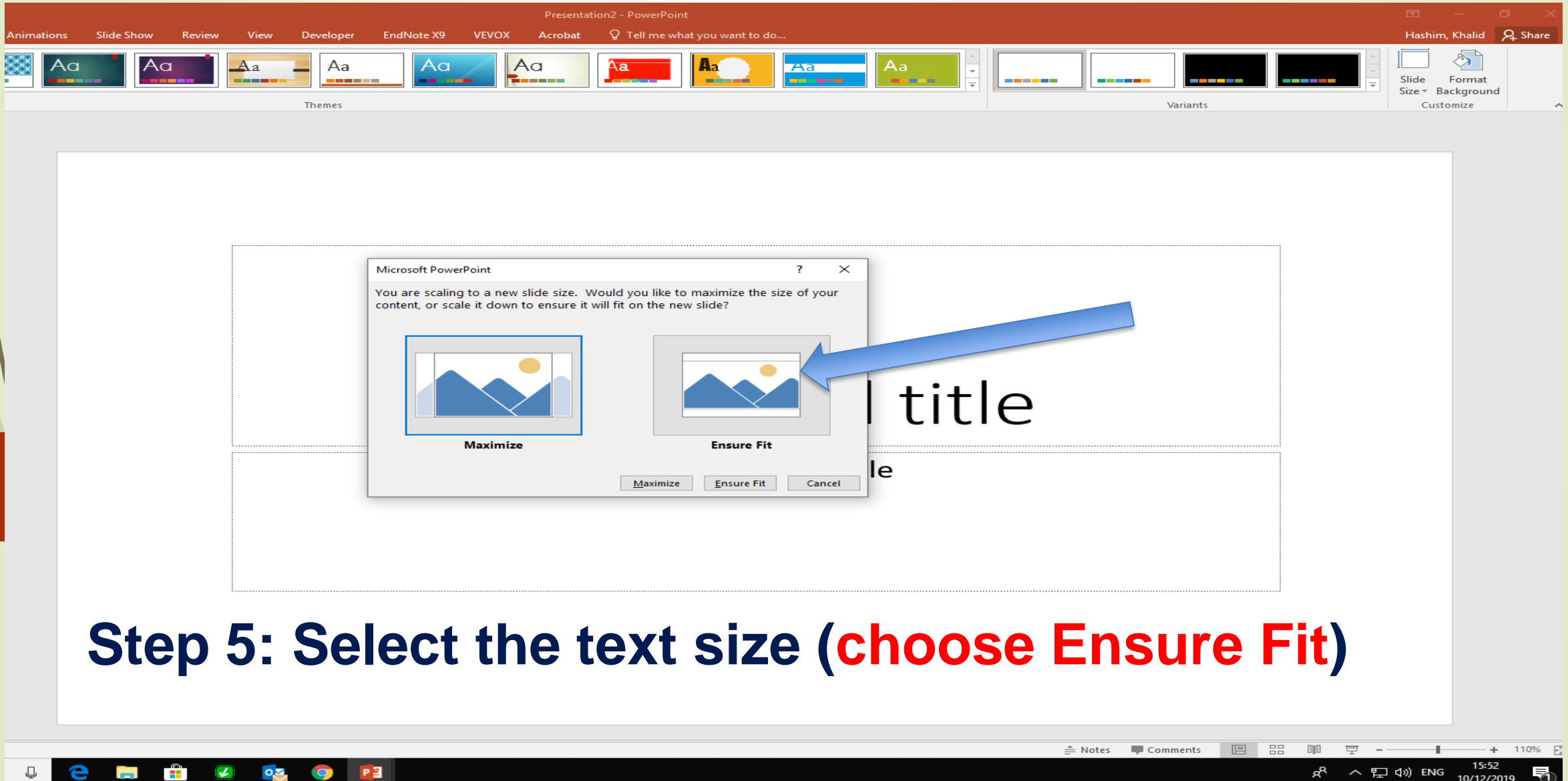
Step 3: Select the required size

Poster preparation using PowerPoint

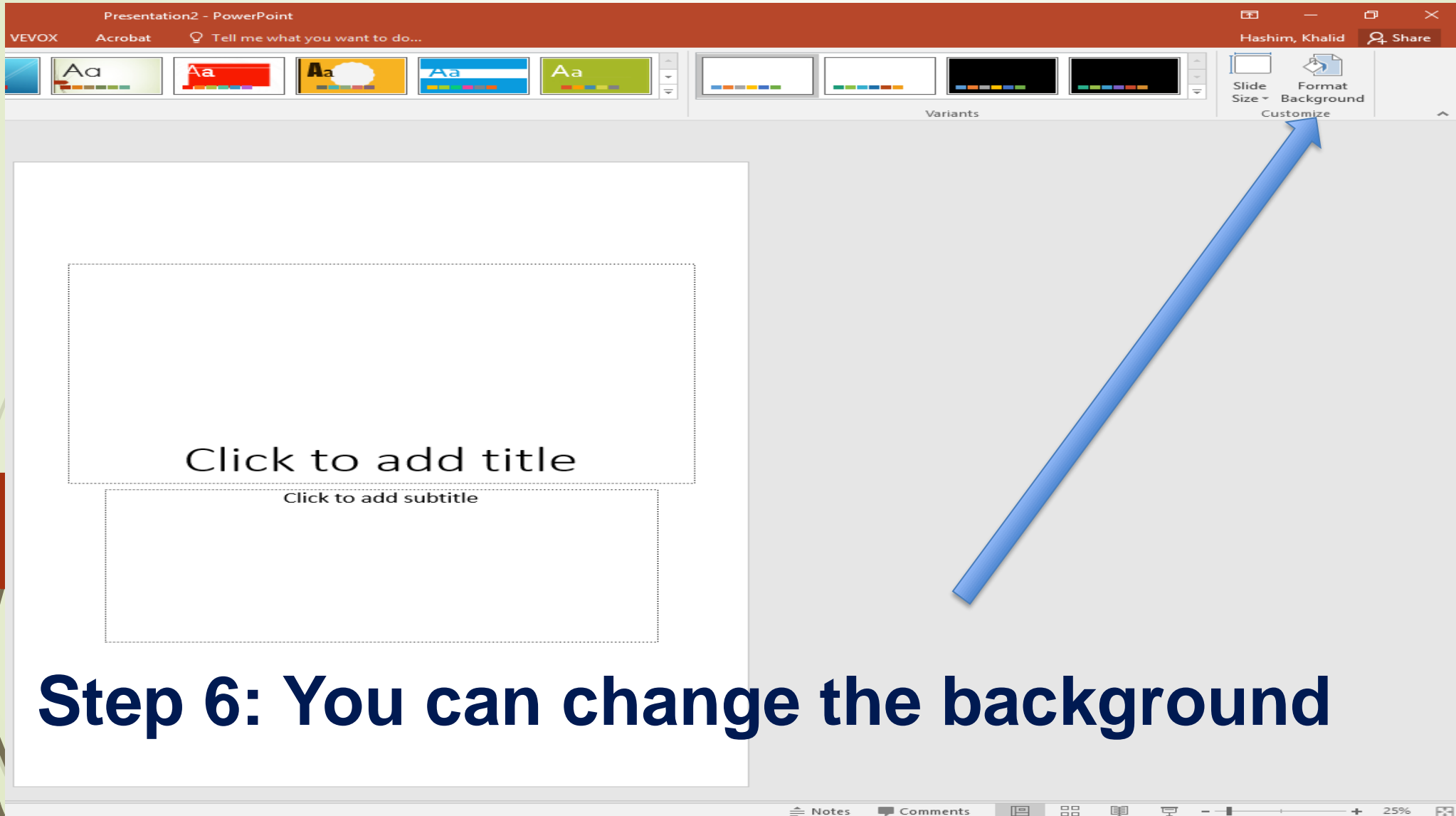


Step 4: Select the required size and orientation

Poster preparation using PowerPoint

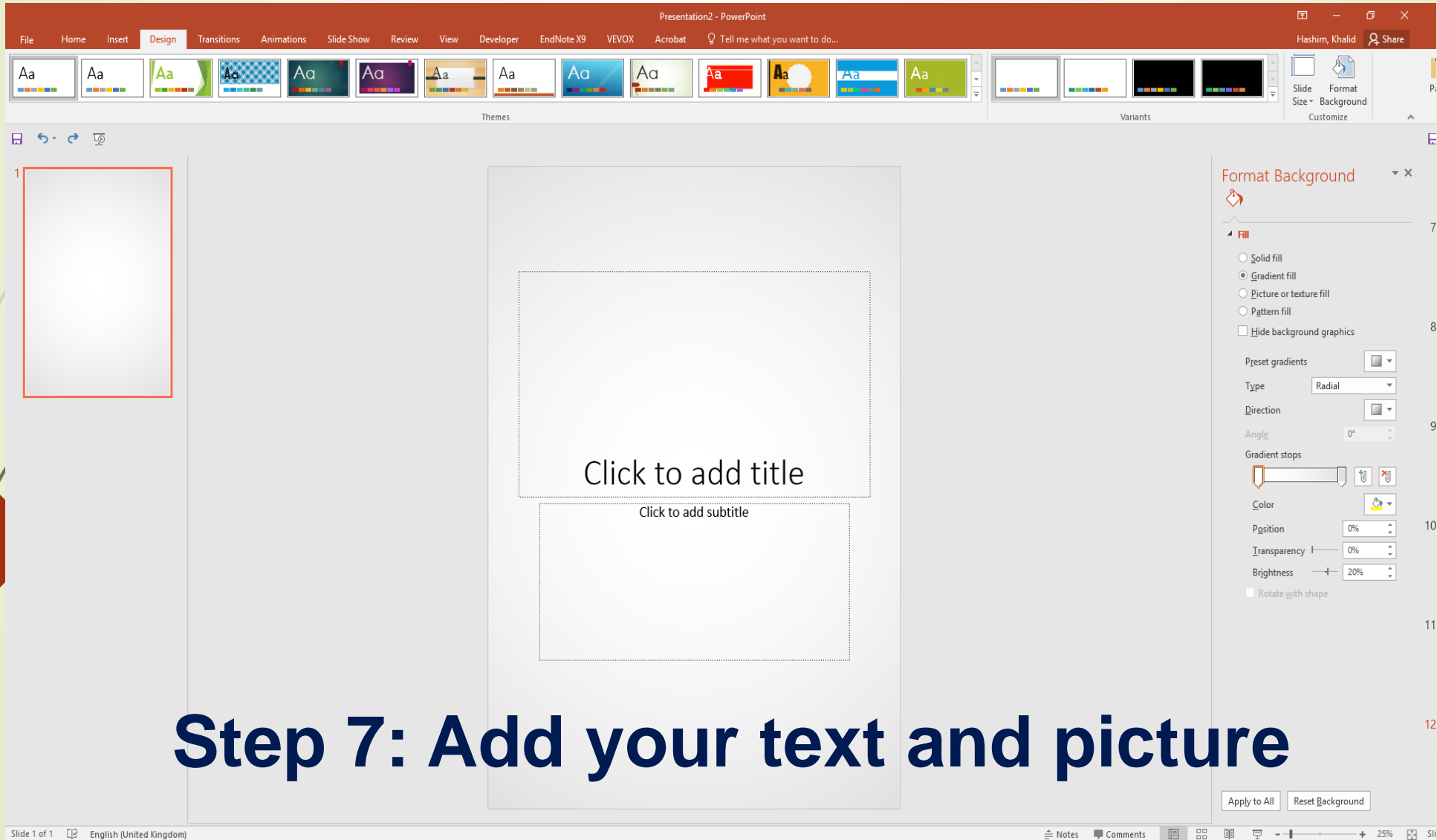


Poster preparation using PowerPoint



Step 6: You can change the background

Poster preparation using PowerPoint



Step 7: Add your text and picture