

2006 EPA Graduate Fellowship Conference

“From Discovery to Solutions: Generation Y Scientists Lead the Way”

Hyatt Regency Washington
On Capitol Hill
400 New Jersey Avenue, NW
Washington, DC 20001

September 24-26, 2006

[Poster Guidelines - Print Version](#) (pdf)

POSTER GUIDELINES FOR EPA GRADUATE FELLOWSHIP CONFERENCE

If you have already produced a poster for another conference and wish to use it for this one, please do so. However, you are required to use the attached template and guidelines. Please remember to **PROOFREAD!!!**

POSTER TEMPLATE

Please note: You must indicate if you will be presenting a poster and provide the poster title where indicated on the registration Web site. You may register for the meeting [here](#).

[Poster Template](#) (PowerPoint)

Right-click, "Save As" to save the template file to your computer.

Please send the PowerPoint version of your poster to Nina Zheng at Zheng.Nina@epamail.epa.gov.

Please note, EPA will not be printing your posters.

THE SUBSTANCE

- Posters should be designed to convey information in an easy-to-view format, conducive to walk-through traffic, and should include the following:
 - The environmental issue being addressed
 - The scientific approach to resolving the issue
 - Interdisciplinary work done in both conducting the work and applying the results
 - The impact that your research has made or expects to make on the issue

- Information for the poster should include the following:
 - A. Across the top, provide your name, school, city and state of the school.
 - B. Overview or Abstract. Include a brief abstract describing the focus of the research, why these research questions are of interest, and the research approach (e.g., main research projects or disciplines).
 - C. Research Highlights. Describe the research project. Write a project description appropriate for a lay audience. Emphasize findings and include colorful graphics. Also, include a concise statement of the impact or

importance of the research (e.g., please look at a prize-winning poster from the 2004 EPA Science Forum at http://es.epa.gov/ncer/publications/science_forum/posters/pdf/2004_egan.pdf and the winning poster from the Office of Research Development 2006 Science Fair at [SF06_EPA_globalv3.pdf](#).)

- D. **Miscellaneous.** Include, as appropriate, a list of partners, key publications, and Web site for more information.

POSTER SIZE

- All posters should be 4' high x 6' wide (landscape).
- Because PowerPoint limits the size of a page that a file can be, this template page setup is 18" by 12". You can prepare the file at these dimensions, then use the "scale to print" or 400% feature of the poster printer driver to produce the larger size. The final size should be 48" by 72".

POSTER STYLE

- Font size for the top line that includes your name and school is already set in the template.
- For the body of the poster use upper/lower case Ariel for the header, subheads and body text.
 - Header font size – 36 point
 - Subhead font size – 24 point
 - Body text – 14 point
- FYI: Any charts or graphs prepared in PowerPoint should print in a larger size without being distorted. EPS files (photos or illustrations for example) will print very well. Bitmap files however will be fuzzy when printed at a larger scale.

If you have additional questions regarding graphics, please contact Karen Ellis, The Scientific Consulting Group, Inc., at 301-670-4990, and for additional questions regarding content, please contact Nina Zheng, at Zheng.Nina@epamail.epa.gov.