



Honors Program Research Poster Guide

Presenting a poster is an opportunity to share your research, creative work, internship experience, or other Honors project with a wider audience. A good poster is not your entire paper or project placed on a large sheet of paper. It is a visual introduction to your work that helps someone quickly understand what you did, why it matters, and what you want them to remember.

1. Start with the Conference Requirements

If you are presenting at an external conference, check its poster requirements before you begin. Conferences may specify size, orientation, required content, or display instructions. Those requirements always take priority over this guide. If no size is specified, 36 × 48 inches (3 × 4 feet) is a useful standard.

2. Decide What You Want People to Remember

Before designing anything, complete this sentence: The most important thing I want someone to understand from my project is _____. Build your poster around that idea. You do not need to include everything from your research or project.

Depending on your work, a poster might include your research question or purpose, methods/process, major findings, important evidence, conclusions, implications, or next steps.

For internships, creative projects, or experiential learning, adapt the format to fit your work. Consider emphasizing what you did, what you learned, connections to your academic work, and the most important takeaway from the experience.

3. Choose a Poster Style

Traditional Research Poster: Organizes information into sections such as Introduction, Methods, Results, Discussion, and Conclusions. This works well when your discipline or conference expects a conventional research format.

“Better Poster” Approach: Emphasizes your single most important finding, argument, or takeaway in large, highly visible text. Supporting information, visuals, and a QR code provide additional detail. This approach is designed so that someone walking past can still learn something from your poster. For an introduction to the Better Poster approach, see [Mike Morrison's How to Create a Better Research Poster in Less Time on YouTube](#).

4. Design for a Busy Conference Room

Your poster should be understandable from several feet away. Keep it simple. Use short paragraphs, bullets, charts, photographs, diagrams, quotations, or other visuals rather than large blocks of text. As a general starting point:

Title: 60–90+ pt

Headings: 32–48 pt

Body text: 24–32 pt

Use high-resolution images and make sure charts and figures have readable labels. Your title and central takeaway should be immediately obvious.

5. Use a QR Code for the Details

A QR code can link viewers to your full paper, expanded project description, bibliography, data, portfolio, website, video, or other supporting material. This allows you to keep the poster visually clean while providing additional information for people who want it. Test your QR code before printing and make sure the linked material can be accessed by people outside Bellarmine if necessary.

6. Identify Yourself and Bellarmine

Include your Name | Major/Program | Bellarmine University | and Honors Program identification when appropriate. You may also acknowledge your faculty mentor, thesis advisor, internship supervisor, collaborators, or funding sources. Use official Bellarmine and Honors Program logos as provided; do not alter or recreate them. [Our template includes hi-res logos you can use.](#)

Before You Print

Before submitting your poster, confirm that:

- It meets the conference's required dimensions and orientation.
- The file is set to the actual final print size.
- Your title, name, and institutional information are correct.
- The main idea can be understood quickly.
- Text is large enough to read from several feet away.
- Images and graphics are high resolution.
- Sources and images are appropriately credited.
- QR codes work and linked files have appropriate sharing permissions.
- You have proofread everything carefully.
- Your faculty mentor/advisor has reviewed it when appropriate.
- **Whenever possible, submit the final poster as a PDF so formatting is preserved.**

Printing Through the Honors Program

For approved Honors presentations and conferences, reach out to Honors Program Administration for the account number to charge your poster to and then send your completed poster to the Bellarmine Print Shop at printshop@bellarmine.edu. Tell the Print Shop:

- The poster is for an **Honors Program presentation/conference**.
- The dimensions at which it should be printed.
- When you need it.
- The Honors Account number

Allow adequate time for printing. The printshop requires they receive the file about two weeks before it is needed.

Prepare to Present

Remember: the poster supports the presentation—you are the presenter. Be ready to explain your project in about one minute: What did you do? What did you discover or learn? Why does it matter? You should also be prepared for a longer conversation about your methods, evidence, experience, conclusions, limitations, and next steps.

At the conference, stand near your poster, welcome visitors, and ask whether they would like a quick overview. You do not need to deliver a memorized speech. Use the poster to start conversations about your work.