Poster Resources

- Poster Templates
- Guidelines for Posters
- Printing a Poster
- Design Resources: Quality Assessment Research
- Design Resources: Observational Research
- Design Resources: Creative Works
- Design Resources: Basic or Experimental Research
- Tips and Tricks for Making a Great Presentation

Poster Templates

Official Poster Template for Create @ State:

Create@State Hybrid Poster Template Portrait2.pptx

You are welcome to use other poster templates and styles as long as they meet the guidelines.

Additional Templates:

Create@State Updated Poster Template

Old Style Create at State Poster Template_Vertical.pptx

Old Style Create at State Poster Template_Horizontal.pptx

Guidelines for Posters

All posters presented at Create@State should follow these guidelines:

1. **The poster size should be 36"x48" or 48"x36".** See "Setting Poster Size and Saving as PDF" instructions below and "Poster Templates".
2. **Poster should be digitally created and professionally printed.** See "Poster Printing" resource
3. **Title, name of presenter(s), and faculty mentor(s) name(s) should be clearly listed at the top of the poster.**
4. **Include all appropriate logos for A-State, academic college, and any organizations or entities that have significantly contributed to your project.** (For example, if your project is funded by a grant, include the grant agency logo on your poster)

Setting Poster Size and Saving as PDF

- **Open PowerPoint**
  - Start a new blank presentation OR
  - Open an existing template
- **Open Slide Size Settings (this may already be done if you are using a template)**
  - Go to the **Design** tab.
  - Click **Slide Size** on the right end of the toolbar.
  - Select **Custom Slide Size**.
- **Enter the Required Poster Size**
  Choose **one** of the required dimensions:
  - **36 inches (height) × 48 inches (width)** for **landscape** posters
  - **48 inches (height) × 36 inches (width)** for **portrait** posters
    Make sure the **Orientation** matches your chosen layout.
- **Apply Scaling**
  When prompted:
  - Choose **Ensure Fit** to prevent content from being cut off,
    or
  - Choose **Maximize** to scale content up (you may need to re-adjust elements).
- **Design Your Poster**
  Insert text, images, charts, and layout elements.

    - Use **View → Zoom** for easier editing.
    - Use **Arrange** tools under the **Home** tab for alignment and spacing.
- **Export as PDF**
  Useful for printing or submission:
    - Go to **File → Export → Create PDF Document**.
    - Select **Standard** and click **Publish**.

Printing a Poster

The Office of Student Research and Scholarship will print your Create@State poster at no cost. To have your poster printed:

1. Save your poster according to the guidelines
2. Navigate to the 2026 Create@State page on ARCH
3. Create an ARCH account if you do not have one (ARCH does not have single sign on with A-State, be sure to save your username and password in a secure location)
4. Click on the Submit Poster link
5. Fill in the required fields, upload your file, and in the **COMMENTS** field type "Print my poster" along with the name of the person picking up the poster at Create@State.

Posters will be picked up when you check-in for the event.

IMPORTANT: Deadline to request a Free Poster Printing is Wednesday, April 8th

Design Resources: Quality Assessment Research

Example Poster:

Quality Assessment_Riley Jackson 2025.pdf

Design Resources: Observational Research

Design Resources: Creative Works

Design Resources: Basic or Experimental Research

Example Poster #1

Basic-Exper_KennonH_Create@State.pdf

Example Poster #2

Basic-Exper_Cara Pirani 2025.pdf

Tips and Tricks for Making a Great Presentation

Slides from Create@State Poster Prep Workshop 3/17/27.

Click on attachment at top left of screen in red to download a PDF of presentation slides.