

Poster workshop

Tues 14/09/21 DCU

Open file named "Sample Template 2" (which hopefully is in your folder on your desktop by the time we start the workshop)

Rename this file "Sample Template practical demo" and save the file to your desktop folder.

We will work on this saved template in this session.

- Change the background colour to Solid fill and Light Blue background
- Remove the block of three logos above the title
- Move the "older people" logo to the left and increase its size to a height of 9cm
- Find and insert your own logo on the right of the title, increase its height to 9cm to match opposite logo [Note re changing the size of logos]
- Change the colour of the title text to dark blue
- Change the title to My Demonstration Poster
- Increase the title text size to Arial 130
- List the authors underneath the title as follows Murphy C. and Hopper L. change this text size to 60
- The authors are affiliated to two different schools so place 1 after Murphy C. and 2 after Hopper L. and superscript these numbers
- Murphy C is affiliated to the School of Nursing, Psychotherapy and community Health, DCU and Hopper is affiliated to the School of Psychology, DCU. Include these affiliations below the names, change the size of this text to 40
- Change all heading blocks (6 in total) from brown to a dark blue colour
- Change the colour of the headings text to white
- Change the colour of the heading References to White
- Change the colour of the heading Acknowledgements to White
- Remove the brown bar with no text at the bottom of the poster
- Remove blocks in the centre section labelled a, b and c
- Find and insert a picture of your choice to fill this space
- Label this Figure 1 and title (copy and paste the Figure 2 text box for this if you want)
- Change the colour of this Label text to dark blue to match the poster
- Add the following block of text into the Background text box
 - The background to this poster is that we want to practice formatting a poster so that we can display our own projects in the future. You can move the text box off the poster while you insert your text and decide what to write. When you have finished writing move the text box back into the poster and see how it fits
- Change the size of this text (large/small). Note how the change in text size impacts on the text blocks below. You may need to shift these to accommodate the increase in text size.
- If you want to draw reader's attention of one section of the poster you could reverse the colours. Try changing the background in the discussion section to dark blue and the text to white to see the effect.

[Demonstrate view gridlines to check alignment]. Start working on your own posters now. Take care not to overcrowd it with text, to make it visually appealing and readable from a distance. Always print a copy when you finish to check alignment. Convert your file to PDF before sending it to a printer.