

Poster assessment¹

Presenter:

Assessor: **Date:**

Assess each of the following criteria for the speaker. Use these to form an overall score for the speaker. You may choose between the scores (eg 3.5, 4.5, etc).

Planning & Layout

Large, clear title. Clear introduction (often top left). Clear problem statement, method, results. Clear recommendations and conclusions (often bottom right). Easily readable from 1.5 m (large font, simple diagrams). Headings and sections. Simple flow, eg vertically or horizontally. Good use of white space.	5	4	3	2	1	Poorly planned and structured (eg no introduction or conclusion) Barely readable from 1.5 m. Poor breadth versus depth balance (too detailed or too superficial).
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Colour, Text, Visuals

Simple use of colour. Attractive use of colour (eg complementary colours).	5	4	3	2	1	Too many, or not enough colour. Clashing colours.
Large, easy to read text and headings. Attractive, simple use of font styles.						Too much text or text too small. Too many text styles.
Clear, large, easy to read diagrams, photos and charts. Well scanned, clear line work.						Small, messy diagrams

Presentation

Clearly audible voice, well modulated, interesting voice at a good speed. Good eye contact with the audience. Confident posture, effective use of gestures and humour	5	4	3	2	1	Inaudible voice (too soft, mumbled, ...), dull and lifeless voice, spoken too quickly or too slowly. No or little eye contact. Insecure posture, little use of gestures or humour
Overall score:						/15

Well done

Suggestions for improvement

¹ Based on "Tips for poster design" <http://www.lib.uct.ac.za/infolit/poster1.htm>, Univ. of Cape Town, accessed 3/3/03.

