

2026 Poster Competition In-Person Competitors Guide

Event Information:

Date: Thursday, March 5th

Time: 9:00 a.m. – 12:00 p.m.

Location: Student Union Building Ballroom

Deadline:

Deadline is firm.

Abstract & Application Due: Friday, February 20th no later than 5:00 p.m.

Registration:

Registration is required. To submit an abstract and complete an application, visit [this website](#).

Competition Overview:

The 2026 competition will be held in person. All students participating in person will present their posters from 9:00 a.m. to 12:00 p.m. on Thursday, March 5th. Student competitors are strongly encouraged to be present from 9:00 a.m. – 12:00 p.m. Judges will arrive between the listed hours to score posters and ask questions.

Judges will only provide scores for competitors who are present. If students arrive after 9:00 a.m. or depart the event before 12:00 p.m., they could miss presenting to judges assigned to score their poster.

Abstract Guidelines:

Abstracts **cannot exceed 250 words** and should briefly describe the research. Abstracts should be written for a non-specialized audience due to the interdisciplinary nature of the competition.

Poster Guidelines:

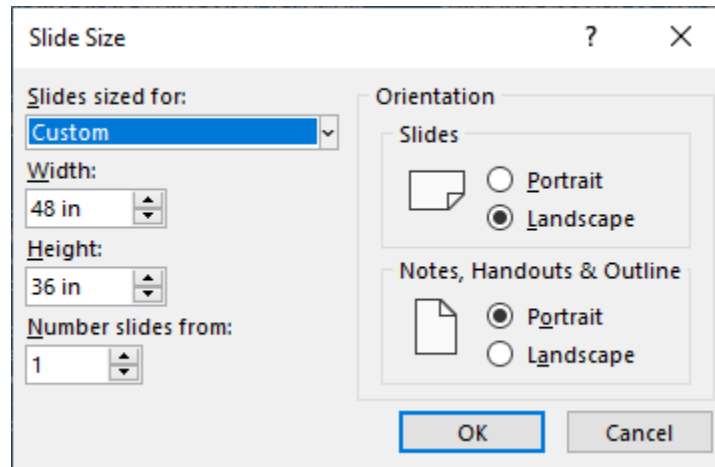
Posters CANNOT exceed 36" height x 48" width. Please ensure that your poster meets the size requirements. Posters that exceed the dimensions will not be eligible to participate on March 5th and will be disqualified. Additional guidelines for posters can be found below. While we recommend using Microsoft PowerPoint to create your poster, competitors are welcome to use other programs. Please follow the specifications and guidelines listed below.

The Graduate School will not print posters for this competition. Competitors are responsible for the printing and payment of their research poster. Competitors must have their poster set up

by 8:30 a.m. on Friday, March 5th. Graduate Student Life will provide the necessary materials (putty, thumbtacks, Velcro, etc.) to hang the poster.

Dimensions:

- 36" height x 48" width
 - In Microsoft PowerPoint, open a new file.
 - Select *Design* from the toolbar at the top of the screen.
 - Select *Slide Size* and *Custom Slide Size* found on the far-right side of the screen.
 - Ensure that your Slide Size is set up like the image below.



- Select *OK* and begin designing your poster and entering your research information.

Text:

- Avoid using more than 2-3 fonts.
- Use basic fonts like Arial, Times New Roman, Georgia, Helvetica, etc.
- Left-align text.
- Ensure font size is large enough to be seen from a few feet away.

Poster Elements

You are not required to use all the listed elements. This is an example of what you can include in your poster.

- Introduction/Objective/Abstract
- Method
- Results/Data Analysis
- Conclusion
- References/Acknowledgments

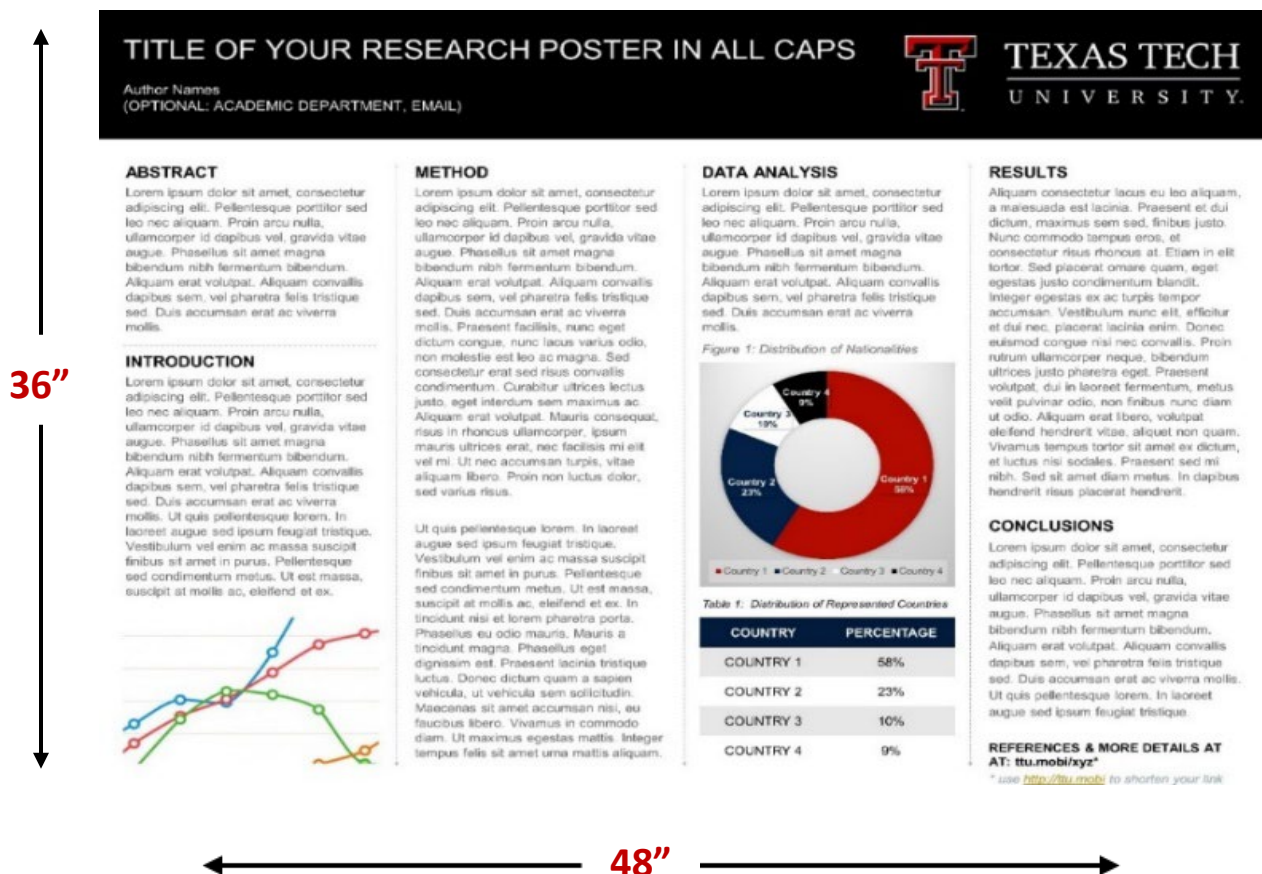
Layout

- Ensure even spacing throughout.
- Use clear images, tables, and graphs.
- Use the same color scheme throughout.

Additional Notes:

- Is your poster written with a non-specialist audience in mind?
- Is there enough background/contextual information for a non-specialist to understand your work and its significance?
- Did you discuss the implications of your research for your field and the community at large?
- Did you proofread your poster, including the headings?

Poster Example



Do you need a poster template or official TTU logos?

Visit this [website](#) to download templates for 36" x 48" posters. Templates include a 3-column and 4-column poster. For official TTU logos, please visit [this website](#) for more information.

Poster Printing

On Campus:

We recommend visiting the websites listed below for more information and pricing.

[Huckabee College of Architecture – Print Bureau](#)
[College of Human Sciences Technology Services – Printing Services](#)
[Copy/Mail](#)

Off-Campus:

There are several printing companies in the Lubbock community. Please contact these vendors directly or visit the websites linked below for more information and pricing.

[FedEx/Kinkos](#) (multiple locations)
[UPS](#) (various locations)
[Office Depot/Office Max](#) (various locations)

FAQs:

- **Will participating in this competition count as an excused absence?**
Yes. All Graduate School research competitions are university-sanctioned activities, constituting an excused absence. If you need an excuse note, please email studentlife.gradschool@ttu.edu to request one.
- **I made an error on my abstract; can I update it before the competition?**
Email us at studentlife.gradschool@ttu.edu for assistance.
- **What should I wear for the competition?**
We highly recommend professional business attire.
- **I don't have professional business attire. What should I do?**
We recommend visiting the University Career Center for information on their career closet. The University Career Center is located in the Wiggins Complex on campus.
- **I can't stay the entire time. What should I do?**
Please notify Graduate Student Life at studentlife.gradschool@ttu.edu as soon as possible. Please note that departing the competition early could result in a lower overall score.
- **How many judges will I see?**
All students should see at least three judges. We have over 250 people volunteering as judges, and while we hope they all show up the day of the competition, several do not. If most judges show up, you may see 5-7 judges.
- **Can I invite my professors/friends/peers to the event?**
Yes. The event is open to guests, students, faculty, and staff.
- **What should I expect the day of the competition?**
Final details will be sent to all students the week of the competition. Please check your email for additional information.

- **How are the winners determined?**

The judges score the competitors on a scale of 1-5 in 6 areas. The total possible points from each rubric is 30. For example, if every competitor in your competition category met with five judges, the highest four scores will determine a winner. If there is a tie, the 5th and lowest score will be added to the total to break the tie.

- **When will the winners be announced?**

Competitors will be notified via email on or before Wednesday, March 11th. Results will also be posted on the Graduate School website.

- **How many winners will there be?**

Each competition category will have a first-, second-, and third-place winner.

- **What happens if I win?**

Winners will receive a monetary prize that will be posted to your student account. Prize amounts are to be determined.

- **I would like a copy of my rubrics. How do I get them?**

Graduate Student Life will provide competitors with a digital copy of their rubrics if requested via email by the competitor. We will not release rubrics to anyone without the written consent of the student competitor.

To request a digital copy of your rubrics, please email studentlife.gradschool@ttu.edu. Please note that your rubrics will not be available immediately following the competition. Due to the Spring Break holiday March 16th – 20th, rubrics will be sent the week of March 23rd.