**SEA #BetterPoster Editing Checklist**

**Key Message**

* Is the Key Message clearly visible on the poster?
* Is the Key Message written in a way that someone can read and understand it within 5-10 seconds?
* Does the Key Message contain clear language that can be understood by a PHAGES or GENES student?
* Are keywords emphasized in bold?
* Does the Key Message challenge or advance our understanding of phages or phage biology?

**Figures/Tables**

* Does each figure support the Key Message?
* Does each figure have a figure legend? Does each table have a title?
* If the figure is a graph, are the axes labeled?
* Are units clearly indicated? Graphs should have axes labeled with units. Table columns should be clearly labeled with units (when appropriate).
* Are the figures crisp (not pixelated) when viewed at 400% magnification on your computer? Images that are distorted at 400% magnification will be pixelated when printing.
* Is the figure/table clearly visible from 2 feet away?

**(Optional) Methods**

* Are the Methods necessary and important for understanding the Key Message?
* Do the Methods help to explain how the data was obtained?
* Are the Methods presented as a figure?
* Can a PHAGES or GENES student easily understand the Methods?

**Background/Introduction**

* Does the Background/Introduction provide information necessary to understand the Key Message?
* Does the Background/Introduction contain extraneous information or information not necessary to understand the Key Message?
* Can images be used to support the Background/Introduction? Are the images well-labeled and easy to understand?

**(Optional) Future Directions**

* Do the Future Directions propose additional experiments or highlight interesting questions for future study?
* Do the Future Directions follow logically from the results shown?
* Are the Future Directions feasible?

**Presenter/Authors List**

* Is the presenting author(s) clearly listed?
* Is there an image of the presenting author(s)?

**Acknowledgments**

* Are funding sources clearly listed? Funding support can be represented by text or images.
* Is the SEA-PHAGES or SEA-GENES faculty member credited on the poster?
* Are the names of other groups or persons who supported the work listed on the poster? Examples of groups to be acknowledged may include the Pittsburgh Bacteriophage Institute (sequencing), the Cresawn Lab (Phamerator and Observable Notebooks), and the HHMI SEA Team (programmatic support).

**Citations**

* Are all papers referenced in the poster included in the citation list?
* Are citations present for all software programs used to generate data presented in the poster?
* Are citations formatted consistently?

**Layout**

* Does the poster contain the minimal elements of a SEA #Better Poster: Key Message, Presenter(s) with image, Background, Figure(s), Acknowledgements, Citations, University Logo?
* Does the poster have a logical flow?
* Is most information on the poster presented as a picture or image?

**Accessibility**

* Is all language on the poster clearly understood by a PHAGES student?
* Is all text in a Sans-Serif font (e.g., Helvetica, Ariel, Century Gothic, or Calibri)?
* Is the smallest font used at least 24 pt font?
* Is the color scheme accessible?
* If color is used in a figure, is the data represented in another way that is easily visible to all (e.g., shapes and color represent lines of data)?
* Is the poster accessible to all? Accessibility can be checked in PowerPoint by selecting Review > Check Accessibility