

# Choosing a Poster Size

When creating a poster in PowerPoint please review these tips and suggestions to help you determine the appropriate poster size, images, and printing costs. Hours, contact information, and location for the Printing Center are listed below.

Halle Library G01  
734.487.2013

Monday - Thursday	8:00am - Noon, 12:30pm-8:00pm
Friday	8:00am - Noon, 12:30pm-5:00pm

*Please call ahead of time to verify hours.*

## Larger vs. Smaller Poster Sizes

8.5" x 11"	Commonly used for announcements or advertisements in areas with limited spaces. Posters this size are found in art galleries, information desks, street posts, and bulletin boards.
11" x 17"	Commonly used for printing photos of famous artists, sports icons, musicians, or bands. You can find posters this size in stores, clinics, or businesses.
24" x 36" & 27" x 39"	Commonly used for attracting a large audience and would be best to use at an event such as the CSW. These posters are usually designed to attract attention using large text and eye-catching graphics.

<http://www.uprinting.com/standard-poster-size.html>

## Images

- All images should be saved as a PowerPoint, PDF, or JPEG file.
- The smaller your image the more pixelated it will become when enlarged.
  - To prevent pixelation, save photo as a PDF file, which hold a better image quality than JPEG files.

## Helpful Links

Printing Cost Reference Sheet: <http://it.emich.edu/service/labs/multimedia.cfm>

Reference Guide to printing costs, hours, formatting, hours, location, ect.  
[http://www.emich.edu/it/help/labs/docs/poster\\_printing\\_center.pdf](http://www.emich.edu/it/help/labs/docs/poster_printing_center.pdf)

Good practices to know when designing your poster:  
<http://www.emich.edu/apc/guides/apcpostergoodpractices.pdf>