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**Internship Poster Presentation Guidelines**

All PSM students are required to present their internship in an oral or a poster format. The poster format is an opportunity for students to share their internship experiences with fellow students, faculty, and employers from different companies. It also provides a way to assess the overall internship course, specific sites, and site supervisors for the enhancement of the PSM program.

**The Internship Poster serves multiple purposes:**

* Allows other PSM students to learn about internship projects and internship sites.
* Provides you the opportunity to present yourself and your work to other employers.

**Poster presentations should include:**

* An overview of the internship site, including a brief description of its services, personnel, on-site supervisor, team, etc.
* A brief description of the internship responsibilities.
* A description of the challenges and successes experienced during the internship.
* An explanation of the project you worked upon (discuss the poster with your internship supervisor before you present).
* A description of what was learned from the experience and how it can be applied in the future.
* A statement of future (professional and or academic) plans.

**Poster Presentation Instructions**

* Display poster during the assigned timing.
* Your poster should fit on a board that is 4 feet wide by 3 feet tall. The exact size is up to you.
* Stand by your poster for the duration of the poster session.
* If you are comfortable doing so, bring handouts with contact information and/or business cards.
* Familiarize poster session participants with the fundamentals of your internship quickly and easily – practice!
* Use text, graphs, tables, charts, and pictures to present highlights.
* Catch your viewer’s attention.
* Make the viewer want to learn more about your internship.
* Keep any text brief.

Please send your presentation slides and poster file to the PSM Programs Coordinator (Anirudh Chowdhary at [chowdhan@gvsu.edu](mailto:chowdhan@gvsu.edu)) and contact him with questions.

**The format for naming your file should be as follows:**

**First Name Last Name – PSM Program**

**The due date for the poster presentation is the Friday 2 weeks before the semester ends.** For more information, see the [academic calendar](https://www.gvsu.edu/registrar/academiccalendar.htm).