INSTRUCTIONS FOR POSTER PRESENTATIONS

The presenting author must be a registered delegate of the conference. For registration please follow the link https://portal.eivoc2025.org/check-preregistration

Poster slots & evaluation schedule will be shared closer to the date of the conference

Recommendations for Poster Preparation

- A scientific poster is a visual representation of your study. It should be a short, abbreviated version of your paper. It is not acceptable to print out your final paper use it as a poster. Your poster should be organized around the subsections Abstract, Introduction, Methods, Results, and Discussion, but should present the material in a more condensed form that is visually aesthetic and easy to follow.

SIZE TV PANEL (3 ft height X 4 ft Width)
- Size of usable space on poster board: 110 cm wide and 80 cm height. Horizontally oriented TV panel.

A. E-Poster Standards
1. All E-Posters must be in English.
2. Single JPEG image of the above mentioned size is the standard. Please see the template for reference from the website.
3. The projection will be on a single screen. There will be no capability for dual screen or simultaneous video projection on a second screen.
4. The use of personal laptops will not be possible.
5. **Final E-Poster as single JPEG image must be mailed to eivoc@snmail.org on or before August 6, 2025 by 5 PM IST.**

B. Preview Room
1. Preview Room is available to assist you with your onsite audiovisual needs. The room is well equipped to preview your poster, modify it, and copy it from a USB drive. Audiovisual staff will assist you with any needs that you may have regarding your presentation.
2. Preview Room is open from 7.00 AM to 8.00 AM, 1:00 PM to 2:00 PM and 4:00 PM to 6:00 PM on 15th and 16th August at CTC.
3. Please check your presentation well ahead of time in the Preview Room, and make changes if necessary.
4. All presenters must have submitted their FINAL presentation at the Preview Room at least four working hours before the commencement of their session.

PREPARING YOUR POSTER
Text on poster

- The poster should be readable from a distance of 2-3 meters. This means that all lettering should be at least 30 Pt. (0.6 cm high).
- Use a clear typeface and, if possible, a laser printer.
- Background should not obstruct the material of the posters. A plain background is advisable.
- Title should state the title of the presentation and the name(s) and affiliations(s) of the author(s). Lettering on the banner should be at least 60 Pt. (1.5 cm high).
- Provide an abstract if required.
- Use effective headings. Certainly you will want to include the major headings of Abstract, Introduction, Methods, Results, Discussion and Conclusion.

Background

- Use darker colors and simple designs. Some general options to consider are as follows:
- Cool Colors: most effective background colors - blue, turquoise, purple, magenta, etc. These colors appear to recede or draw away from the eye, allowing the text to appear more readable.
- Graduated Backgrounds: A background that transitions smoothly from lighter to darker shades of the same hue.
- Textured Backgrounds: In some cases, a textured background can be combined to create an interesting image; however, it shouldn't call attention to itself, cause clutter, or confusion. It should only enhance the foreground data.

Color Recommendations

- Contrasting colors work best; i.e. dark background color with lighter color for text and graphics (blue background with yellow or white type)
- Limit palette to 5 - 8 colors
- Use consistent color throughout presentation
- Highlight your main point or heading with a dominant color; i.e. yellow heading, white body copy
- Avoid intensely bright or saturated colors that compete with the text
- Avoid red text and lines on blue backgrounds
- Avoid red and green together

Font Recommendations

- Use one size for the headers and another size for the points, but avoid using more than three font sizes per frame
- Font size: 24 point or larger
- Try to maintain the same or similar type size from frame to frame even if some frames have less copy, but avoid a "lonely" word on a screen
- Use upper and lower case
- Use Arial, Tahoma, or Times New Roman fonts
- Shadow text to avoid flaring

Graphs and diagrams
- Graphs and figures should be readable from a distance of 2-3 meters.
- They should be drawn with a minimum line width of 0.1 cm.
- Use colours which are easily differentiated to understand the graph.
- Keep your poster simple and provide a clear "take-home" message.
- Consider having supplemental information by your poster (e.g., A4 copies of the poster, business cards, etc.).

Displaying Poster
- E-Posters must be displayed before 8 a.m on the allotted day in the allotted space. (The day and space allotment will be informed in near future by email.)
- E-Poster walk through will be during the allotted poster hours.
- Each poster will be displayed only for a day.
- The Scientific Poster presenters can view their date of display, poster board number and assigned evaluation time in the website.