## 9<sup>th</sup> International Conference on Ayurveda, Unani, Siddha and

## Traditional Medicine (iCAUST 2023) and '*Triphala*' International Research Symposium AyurEx Colombo - 2023

# **Guidelines for poster presentations**

Formatting: The poster presentation sessions will be conducted as e-posters only. Therefore, printing is not required.

#### E poster Presentations should be in JPEG (image)

- Use the provided template for e-posters
- Font Arial or Calibri (minimum font size is 20)
- The poster should be easily readable at a distance. Use upper and lower case for general content, as all-capital text is difficult to read. Maintain consistency in Font choice and size.
- Background color Suitable light colour
- File format Microsoft PowerPoint (.ppt or .pptx)
- Final version to be saved as jpeg.
- Margins Half an inch on all sides
- Layout Landscape orientation (figure 1)
- The poster should be displayed on **ONE single slide ONLY**
- The poster should contain the title of the paper, author(s), and affiliation(s), background, objectives, method, results, conclusion (acknowledgment if applicable).
- As a poster is a visual tool it needs to maintain a logical structure in order that a viewer can easily follow and understand your argument from start to finish. Consider in including an introduction, methodology, results and discussion, conclusion, and most important references (Figure 1).
- Please prepare Four Color, 36"×48" (3'×4') size slide for the presentations in JPEG (image).

(Follow the guide provided below)

| File Home Insert         | Animations Slide Show Review   | View Recording Help |       | Size V Background |
|--------------------------|--|---------------------|-------|-------------------|
| 1<br>Poster presentation | Slide Size<br>Slides sized for:<br>Custom<br>Widt:<br>48 in<br>Height<br>3d in<br>Number slides from:<br>1 |                     | ation | Customize         |

- Images: should be high-resolution images in one of these formats: .tiff, .jpeg, .bmp and .gif.
- Audio, video, and hyperlinks will NOT be supported, hence not allowed.
- No text/image transition within a slide.
- The time duration for the poster presentations is 5 minutes.
- Pdf version of the e-posters should be submitted to the <u>session coordinators on or before 7<sup>th</sup></u> <u>September 2023</u>

#### For virtual e- poster presenters

- **Record** MS Power Point slide/ jpeg with vocal illustrations using Zoom Technology or PowerPoint recording (Refer to the link <u>https://youtu.be/Ok0VlnZFZHM</u>.) is need
- All the recordings should be conducted in formal attire.
- Recordings should be carried out in a white background without background disturbances.
- The poster in JPEG (image) and the voice/video recording should be sent to icaust@iim.cmb.ac.lk on or before 6<sup>th</sup> September 2023.
- Please specify your particular Abstract ID when sending/uploading the video/ document (Ex-PP #- video presentation).
- Late submissions will NOT be entertained.
- Write your Poster number on the subject line of the email. Eg : POSTER –(number).... If you are FIM student or intern medical officer at present, You should mention it as STUDENT POSTER (number).... on the subject line of the email. You have to follow the guideline to prepare your poster

| Title |                           |  |   |  |  |  |  |
|---|---------------------------|--|---|--|--|--|--|
| Author, Author, and Author<br>Address(es)   |                           |  |   |  |  |  |  |
| Introduction<br>Bias, Mah. biak.  | Results<br>Blai, Mah, Nah |  | Conclusions<br>Dlab, Nah, Nah   |  |  |  |  |
|   |                           |  | Literature cited<br>Buh, bah, and bah. 2012. Bahing, bahing, and more<br>bahing. <i>Journal of Bahing</i> , bihing, and more<br>bahing. <i>Journal of Bahing</i> , biling, bihing, and more<br>bahing. <i>Journal of Bahing</i> , biling, and more |  |  |  |  |
| Materials and methods<br>Blab, Mah, Mah   |                           |  | Acknowledgments<br>Blah, Nah, Nah   |  |  |  |  |
|   |                           |  | Further information<br>Blah, Mah, Mah.  |  |  |  |  |

Figure 1

## At the conference

- If you join online, you are required to join the Zoom conference meeting, at least 15 minutes prior to the session, but participation from the beginning of the symposium is highly appreciated (Links will be shared in due course).
- If you join physically, you are required to be presented at least 15 minutes prior to the place where the poster will be displayed.
- You are required to contact the session coordinator prior to the conference and also on the day of the conference. The session coordinator's details will be displayed on the website.
- Five minutes of recording or the presentation will follow with 2 minutes of Q & A session