

GUIDELINES IN PREPARING FOR THE POSTER PRESENTATION

- 1. All information in the poster must be clear, simple, concise and grammatically correct. Technical jargon must be transformed in layman's terms, as much as possible.
- 2. All tables, graphs, and other figures shall be properly labeled.
- 3. The layout of the poster must contain the following sections:

| Title | The title of the project (may or may not be the same title submitted to the Abstract Committee). The line must contain the names of the authors, including their affiliation. |
|--------------------------------------|---|
| Introduction | Brief background and rationale of the research/project highlighting the motivations, objectives and significance of the research/project |
| Materials and Methods | Outline or description of the procedures/steps followed to respond the research or S&T objectives to generate results |
| Results | Results presented in an organized and logical manner using tables and graphs, pictures and illustrations with corresponding captions. Table title and headings shall be placed on top while title for figures and captions for illustrations shall be placed below. |
| | Discussion on the results should be very brief but insightful, without going into detail. |
| Conclusion(s) and Recommendations | The responses/answers to the problem and objectives. Also include the implications of the results generated from the research/project as well as suggestions for future research/initiatives. |
| Acknowledgements | must be placed after the Conclusions/Recommendations. |

4. The typography can be Arial, Calibri, Times New Roman, Cambria, Comic Sans, Tahoma, Arimo, Open Sans, or Agrandir; with a minimum font size of 34 pts. Below are the suggested font size per category:

Minimum font sizes: Title: 76 pts Authors: 56 pts Text/Body: 34 pts Table/figure title: 32 pts



- 5. Posters must be created in PowerPoint, Publisher, Adobe Photoshop, Canva, or other platforms with the following details:
 - Canvass Size: W= 41 inches, H= 23 inches.
 - Orientation: Landscape
 - Resolution and format:
 - In Canva, select the highest size (3) when saving your images (see Figure 1)

| File type | |
|-------------------------------|----|
| | |
| Size × | 3 |
| 1500 × 1500 px | w. |
| Transparent background | ¥ |
| Compress file (lower quality) | ¥ |
| Select pages | |
| All pages (5) | ~ |
| Save download settings | |
| Download | |

Figure 1. Canva Sample

- For Photoshop, set the resolution to 150 (see Figure 2)

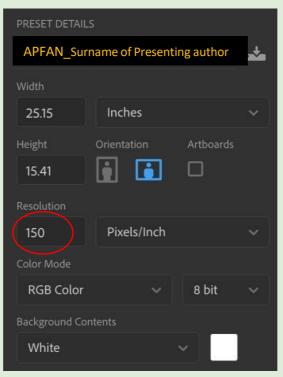


Figure 2 Photoshop Sample

- Resolution in PowerPoint is automatically set.

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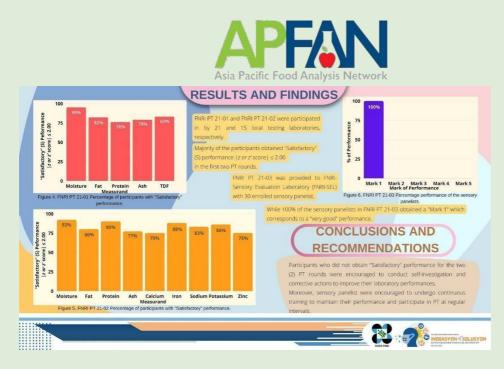


- 6. Single or multiple pages/slides may be used. Maximum presentation is 4 pages or slides. Too many pages can slow down the ability to move between pages/slides.
- 7. Save ePoster files in PNG (Portable Network Graphics) format and limit ePoster files to 25MB or less.
- All presenters are required to prepare and submit two digital copies of their posters via email to <u>apfanmalaysia@gmail.com</u> with subject: POSTER_SURNAME OF PRESENTING AUTHOR
 - One copy with authors (see below for sample)









- 9. Copies of the entries shall be submitted on or before July 1st, 2024 not later than 10:00 AM (Malaysia time).
- 10. Soft copies of the posters will be forwarded to a Board of Judges for preliminary judging. Best Poster Award (3 Prizes) will be announced during the awarding ceremonies of the APFAN Workshop on July 15-17, 2024.