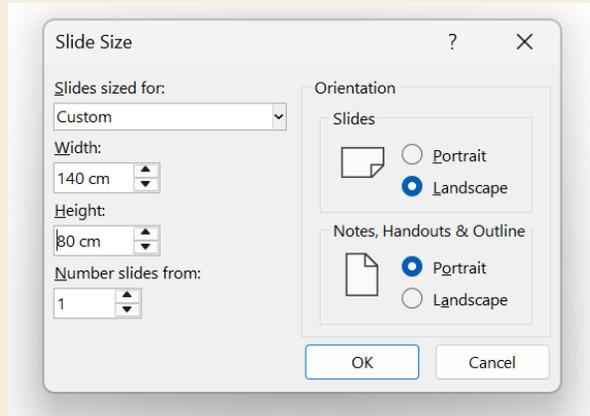# GUIDELINES FOR POSTER PRESENTATION

1. Mode of presentation: **Offline e-poster** presentation only (no need to print the final poster)
2. **Last date for submission of full-length e-poster: March 28th, 2026**
3. Authors are requested to submit the E-poster using the following link https://forms.gle/eR9To9Hb5nsdhSsU8
4. Please name your presentation in the given format: **Serial number_Presenter name**, **e.g. 1.18_AgnesJacob**. (Serial number to be seen from the domain wise division for poster presentation)
5. Presentation:
    a. The e-poster (in PPT format) will be displayed **on screen for three minutes** with **one minute for Q and A session**
    b. Chairpersons will strictly adhere to the allotted time of 4 minutes
    c. You will receive a beep/bell one minute before your scheduled time and you are requested to windup within the allotted 4 minutes to ensure timely proceedings.
    d. AV Staff will be there for assisting in displaying your presentation
    e. Only the presenting author may respond to questions from the floor or the chair. Consideration for award may be disqualified if the presenting author exceeds time, or if the senior author answers questions from the floor

Design Recommendations

1. Posters must be prepared as e-posters in PPT format with **slide sized for width 140 cm and height 80 cm**(landscape) – **only ONE slide**

2. **Poster number** should be mentioned on the top right corner
3. Animation/ movies/ sounds will not be supported; please submit in a static PPT format
4. Preferrable file size**: less than 10 MB**
5. Last minute editing of E-poster in PPT format is not permissible for smooth conduct of conference proceedings
6. Arrival time: Please arrive at the venue at least 30 minutes before your scheduled presentation to ensure everything is in order and to check your poster file format
7. **Only one presenter** is allowed per paper. Substitutions will not be permissible to ensure smooth conduct of conference proceedings
8. Title:
   a. Title of the e-poster (should be brief and match the submitted abstract)
   b. Names and affiliations of all authors (each author to be marked with superscript Arabic number (such as 1, 2) with their corresponding institute affiliation and their addresses)
   c. Font size for the title should be 80 points
   d. Title font size should be larger than body text
9. Content:
   a. Keep content concise and focused: Language- English; Font - preferably Calibri
   b. Use large, legible fonts readable from a distance
   c. Font size for the body should be 60 points
   d. Use high-resolution images (recommended: 300 dpi)
   e. Maintain high contrast between text and background (e.g., dark text on light background)