

# Poster Presentation Guidelines

1. **Venue:** Mayo Hall, **Date & Time:** Based on slot (will be intimated in the final mail)
2. **Time Allotted:** 3 minutes (presentation) + 1 mins (questions) + 1mins (transition time between presenters)
3. **Maximum three slide** E-poster landscape mode orientation.
4. **Background** - Light Colours, **Text** - Dark Colour
5. All text to be in **Times New Roman** and **Minimum size of 16**(unless specified), with **1.5 line spacing**.
6. **Subheading Font:** Times New Roman with Bold & Underline. Size (Min.22)
7. If 3 slides, please follow the following guidelines,
  - (a) **Slide 1** –
    - Title of the Poster (Size 32-40),
    - Presenting Author, Co Authors, College Name (Size 18-20).
    - Poster Identification number, College Logo.
  - (b) **Slide 2-** Body of the poster including the headings:
    - Background / Introduction
    - Case Details (with relevant subheadings)
  - (c) **Slide 3**
    - Discussion
    - Conclusion / Learning Points
    - References
8. **Pictures:** JPEG format with good resolution.
9. Restrict text to **bullet points** with crisp **concise** uncluttered content.
9. Kindly send both ppt & pdf format via e-mail to: [surgery.clinifest24@manipal.edu](mailto:surgery.clinifest24@manipal.edu) on or before **07/09/2024** as a reply to the acceptance mail.
10. Kindly bring the ppt and pdf document in **pen drive as a backup**