<u>**Guidelines for Poster Presentations**</u>

NOTE: Printing of posters is personal responsibility of the submitters/presenters.

Size. Posters should fit on the boards provided, A0 portrait or A1 Landscape.

Printing material: The preferred poster printing material is Paper or Panaflex material (http://solutions.3m.com/3MContentRetrievalAPI/BlobServlet?lmd=1319716320000&locale=pt_BR&assetType=MMM_Image&assetId=1319208282460&blobAttribute=ImageFile) of the above-mentioned size.

Electronic printing – pick up in Doha/Qatar University:

Delivery: Participants should stick their printed posters on the classified board. Students are expected to be present during the poster session to talk to their poster. Material used to stick posters to the board will be provided on site.

Layout.

1**.** Divide the contents of your poster into appropriate sections, e.g.:

   A. Header: including title, College Name & Logo, Author names and Department affiliation: Allow viewer to identify your poster by making the title visible and readable from a distance.
   B. Abstract
   C. Methodology- Materials and Methods
   D. Results
   E. Conclusions
   F. References (optional)
   G. Acknowledgments (Optional)

 2. Place the content of each section into its designated box.

Utilize the visual medium. As much as possible, use visual aids rather than text to communicate ideas and message(s). Use graphs, charts and/or tables (color if possible) to show results.

Spacing and Sequence. Use the space within the boxes strategically. Avoid clutter. Filling all available space will make your poster overwhelming to the reader.

Font. Use clear, simple, visible fonts for all text. Paragraph and figure caption text **should be AT LEAST 24-point font** (0.9 cm height) and headers AT LEAST 36-point font (1.2 cm height).

Content. Be concise with your written material. Save elaborative points for verbal discussion and interaction with viewers. Bullet points are more effective than long sentences. However, consider including a sentence under each graph/image/illustrations as a caption summarizing the results presented.

Color. Choose a muted background color for the poster. Avoid using bright colors or too many colors in the background as well as the poster. Two or three colors are usually enough. If you need to use color in the figures or illustrations, coordinate these colors with the background color.

Mandatory Elements

- **Congress Logo**. Insert on left upper part of the poster.
- **Margins.** Fit the content in the designated box and don't extend beyond the box borders.
- **Background.** Avoid dark/bright colored backgrounds, use light colored backgrounds with black or dark colored text.
- **Text.** English and Arabic text must be read clearly from a distance, should be in succinct and clear block type.
- **Images.** Charts, drawings and illustrations should be limited to a 2-3 color pattern at a resolution of at least 300dpi.This should be comfortably seen at a distance of 2 meter away.
- **Spacing** between elements. Allow white space, keep the layout uncluttered to emphasize poster subject.

Poster Format Requirement

Poster Files must be in Adobe Acrobat (.pdf) file format. Consult your printing source for further guidance.