



Posters Guidelines

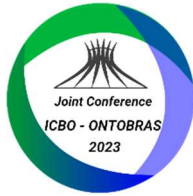
Thank you for participating in the Poster Presentation session at the ICBO – ONTOBRAS 2023 Joint Conference. This document provides you with guidelines to help you prepare and present your poster effectively.

Poster Layout and Design:

1. **Size and Orientation:** Prepare your poster in A0 paper size (864 x 1118 mm or 34.0 x 44.0 inches) with a vertical (portrait) orientation.
2. **Material:** You may use either paper or fabric material for your poster. Ensure the chosen material is of high quality for optimal printing and display.
3. **Sections:** Organize your poster into clear sections. Posters should include Title, Authors (with email and affiliation), Introduction, objectives, methodology, results, discussion conclusions, and limited references. It MUST be written in ENGLISH.
4. **Font and Text:** Use legible fonts for headings and body text. All text, including headings and body text, should be easily readable from a distance of about 1,5 - 2 meters (close to 6.5 feet). Use a legible font such as Arial, Helvetica, or Times New Roman. As a thumb rule, use font sizes that are larger than 88 points to title, and at least 24-36 points for the main content.
5. **Images and Graphics:** You may use high-resolution images and graphics to enhance visual appeal. Charts, graphs, and diagrams should be easy to read and interpret. Ensure all visual elements are clear and well-labeled, and easily comprehensible from a distance of about 2 meters.
6. **Color Scheme:** Choose a color scheme that is easy on the eyes and maintains contrast between text and background. Ensure that the color combinations you use enhance readability.
7. **Display Area:** Arrive early to set up your poster at the designated location. Attach your poster using pins, tape, velcro, or other appropriate materials provided by the event organizers.
8. **Costs:** Authors are responsible for all costs associated with creating, printing, and shipping the poster display to the conference venue.
9. **Template:** To help you maintain design consistency, please, consider using our provider PowerPoint template (pptx).

Content:

1. **Title and Authors:** Include the title of your abstract, the names of authors and coauthors, and the institutions where the research is underway. Make this information easily visible at the top of your poster. Title should be in large fonts (e.g. Arial >88 points) and attract potential viewers. If possible, institute logos or affiliations should be minimized in size and put next to the title and authors name.
2. **Introduction:** Provide context for your research and state the problem or research question you aimed to address. Get your viewer interested about the issue or question while using the absolute minimum of background information and definitions. Put the objectives of your study at the end of your introduction.
3. **Methodology:** Describe the methods and techniques you used in your research. Make it clear and concise for the audience to understand. Be short, but precise. State what study design you used and define your study population. Provide a case definition, if applicable. Mention statistical, laboratory and other methods that were used.
4. **Results:** Briefly provide descriptive results. Present your findings using clear charts, graphs, images, and concise text. You can also include a graph illustrating your ontology structure, explaining its key



components and relationships. Ensure that these visual elements are large enough to be easily seen from a distance of about 2 meters. Present data that more specifically addresses the hypothesis and refer to supporting charts or images. Tables and graphs should stand on their own.

5. **Discussion:** Interpret your results and relate them to your research question. Compare your findings with existing literature and discuss implications. May you present this together to results or conclusions.
6. **Final Considerations:** Summarize your key findings and provide final insights, implications, and potential future directions for your research.
7. **References:** Include a very few list of references you cited in your poster. Use a consistent citation style (APA or ABNT).

Flash Talk and Invitations:

1. **Flash Talk:** As part of the conference program, each poster presenter **MUST** give a brief flash talk of approximately 2 minutes during the designated session. Use this time to provide a concise overview of your research and make an invitation for conference attendees to visit your poster display for further discussions.
2. **Preparation:** You could provide one slide only to display the title of your poster, the names of authors and coauthors, and the affiliations.
3. **You MUST upload** this slide at <https://forms.gle/MZocsRpP9bTNdATX6> **up to August 24.**

Presentation:

- **Setting Up:** Authors are requested to put up their posters on Wednesday, August 30, at 8:00 AM or as soon as they arrive at the conference site on that day.
- **Viewing Time:** Your poster will be available for viewing throughout the day on Wednesday. Conference participants will have the opportunity to engage with your work during this time.
- **Poster Presenter:** The designated poster presenter (author or coauthor) must be present at the assigned space during the designated time, **mainly from 16:00 to 17:00**, to discuss the work presented.

Additional Tips:

- Practice your presentation to ensure you can explain your research clearly within a 2-minute timeframe.
- Dress professionally to make a positive impression during your presentation.
- Engage with other presenters and attendees to expand your network and gather insights.
- By following these guidelines, you will enhance your poster's visual impact and effectively communicate your research to the conference attendees.
- Posters are designed to spark discussions rather than deliver lengthy presentations. To achieve this, limit text, emphasize graphics, and ensure each element is essential.
 - Consider using handouts to complement your poster.
 - Aim for a balance: 20% text, 40% graphics, 40% white space.
 - Maintain a logical flow between sections.
 - Utilize charts and graphs for data representation (avoid large raw data tables).
 - Employ high-resolution photographs (avoid web images).



- Avoid using all capital letters.
- Maintain consistency throughout your poster:
 - Use uniform margins and line spacing.
 - Keep borders' color, style, and thickness consistent.
 - Ensure consistent shading.
- For fonts and colors: Limit to 2–3 fonts and 2–3 colors.
- Ensure readability:
- We wish you a successful and engaging presentation at the Joint Conference!

Fernanda Farinelli

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General Chair of the ICBO-Ontobras 2023 Joint Conference