

# GUIDELINES FOR ORAL PAPER AND E-POSTER PRESENTATION

## A. ORIGINAL PAPER

### ORAL PAPER PRESENTATION SPECIFICATIONS

#### General specifications:

- The presentation hall is equipped with a laptop/ desktop and a projector. Usage of own laptops or other devices will not be permitted.
- Registration is mandatory for presentation.
- The paper should not have been submitted in any other conference.
- No movie/ video in form of mp4/ avi/ mov along with are allowed.
- Time allotted for oral presentation is 4 minutes + 1 minute discussion.
- It should be noted that the screen will go blank after stipulated time.
- Presentation will be in ppt format.
- **The presentation in ppt format should be emailed to UP PATHCON 2022 on or before 30<sup>th</sup> September 2022 at [scientific.uppathcon2022@gmail.com](mailto:scientific.uppathcon2022@gmail.com)**
- Name of the presenter and oral paper no. to be mentioned on the first slide.
- One slide mentioning conflicts of interest and ethical permission should be mentioned.
- Power point presentation file size should **not exceed 10 MB**
- Please name your ppt file as your oral paper no.  
e. g is oral paper no. is 204, name your file as “ OP204”
- Please mention ‘ORAL PAPER’ in your subject. Also mention your name ,institution and contact no. in the body of email.
- No changes will be allowed to be made to the presentation at the last hour. The ppt sent to us via email will be considered final for presentation.
- All presenters are requested to bring their ppt in a pen drive to avoid any technical glitch at the last hour.
- All presenters are expected to be in the scheduled hall 45 min before the session of presentation. If the presenter is absent at their turn, no further chance will be given.

#### SUGGESTIONS:

- The text in the presentation should be well organized.
- When using light backgrounds (White, yellow, light blue), we suggest using dark fonts (Black, navy blue, dark green)
- When using dark backgrounds (blue, purple), we suggest using light fonts (white, yellow cyan)
- Avoid using red or green fonts or backgrounds as colors these are difficult to read.
- Illustrations/ images/ photographs used in the presentation should be enlarged enough to show relevant details.

## **B. e- POSTER**

### **e- POSTER PRESENTATION SPECIFICATIONS**

#### **General specifications:**

- The e- poster should be presented as a single JPG/JPEG file format only. No other format will be accepted.
- **E- poster should be emailed to UP PATHCON 2022 on or before 30<sup>th</sup> September 2022 at [scientific.uppathcon2022@gmail.com](mailto:scientific.uppathcon2022@gmail.com)**
- Please name your JPG/JPEG file as your e-poster no.  
e. g is e-poster no. is PP204, name your file as “ PP204”
- Please mention ‘POSTER’ in your subject. Also mention your nam , institution and contact no. in the body of email.
- This poster will be projected on a screen with the help of an LCD projector. Hard copies of the posters are **NOT** required
- The presenter would elaborate about the poster for 3 minutes and further one minutes will be given for interaction (with audience/ judges) if any.
- JPG/JPEG file size should **not exceed 10 MB**.
- All posters should be in landscape format (16:9 aspect ratio of Width: Height).
- Animations/ movie/ sound will not be supported.
- Poster no. should be mentioned on the top left corner. Font size should be 12 to 14 pt. (should be readable on projection, please test before sending).
- Avoid use of any fancy fonts. Use only Times New Roman, Calibri, Arial font.
- The text, tables, graphics should look integrated.
- Gross and photomicrographs should have good contrast and sharp focus. All photos should have legends.
- Top of the poster should indicate Title, name of author(s) and Institution(s).
- Presenting author’s name should be undelined or bold.
- Poster should include the following headings- for original research- background, methods, results and conclusion. For case reports- background, case history and conclusion.
- References should be written in small font size.
- Presenters are requested to carry a soft copy of poster in JPEG/JPG format in a pendrive on the day of presentation.
- All presenters are expected to be in the scheduled area 45 min before the session of presentation. If the presenter is absent at their turn, no further chance will be given.

#### **SUGGESTIONS:**

- The poster should be self-explanatory. Text should be brief and well organized.

- When using light backgrounds (White, yellow, light blue), we suggest using dark fonts (Black, navy blue, dark green)
- When using dark backgrounds (blue, purple), we suggest using light fonts (white, yellow cyan)
- Avoid using red or green fonts or backgrounds as colors these are difficult to read.
- Illustrations/ images/ photographs used in the e-poster should be enlarged enough to show relevant details.

For any queries regarding oral paper/ e-poster, kindly contact:

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