

## Technology Poster Submission guide

Technology Posters sessions are highly interactive with people moving from poster to poster, chatting with the presenters, exchanging ideas and suggestions. To retain this, we propose the following as a format for the poster sessions.

### Format

The session is a two-hour event with a fixed start and planned end time. Attendees will go to the web page (link will be shared by 15<sup>th</sup> of November 2020) where the posters are listed with thumbnails of the posters and links to PDF versions of the poster.

The session starts at 16:00 Almaty time on 24<sup>th</sup> of November with a livestream on YouTube. Each poster will be accompanied by a short video-introduction to the posters by the posters' presenters.

### Poster Q&A Sessions

To provide attendees the opportunity to ask questions about posters, we will be hosting 1-hour live poster Q&A sessions in Zoom platform at 17:00 Almaty time on 24<sup>th</sup> of November, where the attendees will have a chance to ask questions to the posters' presenters. Poster presenters will be organized into groups of 4-6 based on topics and keywords. Each group will be available via a Zoom meeting for a 30-minute live Q&A session. Each presenter will introduce themselves and their poster topic and then take questions.

To make the best use of the allotted time, attendees are strongly encouraged to view posters they are interested in and come to poster Q&A sessions ready to ask any questions and discuss the materials. There will not be time for each presenter to walk through their entire poster.

### E-Poster requirements for Science Poster Session:

- Prior to sending the poster itself, you are asked to send us the name of your poster. After you submit to us the title of your posters, you will receive the poster number, which you is accepted you will be asked to indicate your final abstract number in the upper right corner of the poster
  - The format of your e-poster must be SINGLE SLIDE of PPT, PPTX, landscape, 16:9 format.
  - Your file must be compatible with a PC. You can only produce one slide for your e-poster
  - Don't overload your poster.
  - Remember, you are not writing an article.
  - Keep it simple. Use 500 to 1'000 words (including title, figure legends and tables), not more
  - Graphics (figures, images, or tables) can effectively convey more information than text, be approximately 50% of the poster area
  - The average reader spends 1-2 minutes on your poster.
  - Clearly state your AIM for this study/poster at the end of the introduction
  - Highlight your main findings that are directly relevant to the AIM
  - Your conclusions should directly address or answer your AIM
  - Use a constant font throughout the poster
  - Let your important points stand out.
  - Use (but do not overuse) bold and colours
  - If possible, avoid abbreviations and acronyms, especially in the conclusions
  - Feel free to provide one or more key references (in the lower right corner)
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- ***The Title of the posters shall be submitted by November 5***
  - ***You are requested to send your e-poster before 13 of November 2020 to [conference.nri@dku.kz](mailto:conference.nri@dku.kz)***