

Guidelines for Flash Talk –

1. All the presentations should be in Microsoft PowerPoint with maximum of **FIVE slides**. File size should not be more than **ONE MB**. Do not include animation/movie/sound/ gif format; please use static JPEG.
2. First slide starts with the header containing the title of the presentation; in the next line names of the authors (given name/family name- presenting author's name to be underlined, in 3rd line the name of the department, name of university/institute, name of city, name of country. **There can be maximum FIVE slides (if more, this would be considered as negative)**).
3. The duration of the presentation is **THREE minutes**, leaving **ONE minute for QA**. If you exceed the time, there will be negative marking.
4. For Online Flash Talks, the presenter must ensure proper internet connectivity.
5. Name presentation file as your name.
6. The delegates should send the presentation through email to nceib2022@aith.ac.in with email subject “**NCEIB 2022 Flash Talk or Poster**”, latest by **9th Nov 2022**.

Guidelines for Poster Presentations –

1. The E-poster will be displayed on standard Portrait Format.
2. File format should be High Resolution JPEG (Not more than 2 MB file).
3. Single JPEG file should be sent.
4. E Poster should be 42 (w) X 59.5 (L) cm in size.
5. For creating an e-poster, you can use this free online website www.canva.com Sign up with Google or Facebook, or with your own email and password. In the search box, search for ‘Conference poster’. From the options shown, you can either choose from the templates, or choose from a blank template, and create your own poster by adding photos, text etc.
6. Animation/movies/sounds will not be supported; please submit in a static JPEG (Not GIF or any other form)
7. **Physical poster board size is 3 ft (H) x 4 ft (V), those participating in person, kindly print the poster accordingly.**

Design specifications

The E-poster needs to be created as under:

1. The poster title should be displayed prominently at the top of the poster.
2. The text should include (most likely as separate elements of the poster) Aim, Background, Methods, Results, Conclusion and Acknowledgements.
3. The poster should be self-explanatory. Text should be brief and well organized
4. The typeface chosen should be a simple and clear one (e.g., Helvetica)
5. The correct font size depends greatly on the fonts used in the JPEG and the thumb rule should be that if it's visible well on the computer screen it shall be visible on the E-Poster Display Screen.

Color suggestions

1. When using light backgrounds (white, yellow, light blue) we suggest using dark fonts (black, navy blue, dark green)
2. When using dark backgrounds (blue, purple) we suggest using light fonts (white, yellow, cyan)
3. Avoid using red or green in any fonts or backgrounds as they are colors that are difficult to read
4. Illustrations/images/photographs used in the E-poster should be enlarged enough to show relevant details

Guidelines for E Poster Presentation

1. All e-posters should be in the format of the given E-Poster Presentation Specifications and design.
2. The poster can include text and high quality images only. Video files are not supported.
3. Rename the e-poster file before email to us as your name.
4. The delegates should send the poster through email to nceib2022@aith.ac.in with email subject “**NCEIB 2022 Flash Talk & Poster**”, latest by **9 Nov 2022, 3:00PM**.
5. The header should contain the title of the poster; in the next line names of the authors (given name/family name- presenting author's name to be underlined, in 3rd line the name of the department, name of university/institute, name of city, name of country.
6. A certificate of presentation shall be issued to the presenting author only after the virtual presentation.
7. Posters will be displayed on the respective dates as allotted. Presenting author should be available during the time allotted.