



**10TH CONGRESS OF FEDERATION OF INDIAN PHYSIOLOGICAL SOCIETIES (FIPS)
&
10TH INTERNATIONAL CONFERENCE OF ASSOCIATION OF PHYSIOLOGISTS OF INDIA
(ASSOPI)**

**Theme: Clinical & Interventional Physiology: Current and
Future Scope in Indian Scenario**

October 21st to 26th 2024

ORAL AND POSTER PRESENTATION GUIDELINES

**Department of Physiology,
All India Institute of Medical Sciences Patna**

With ASSOPI, Bihar Chapter as Co-host

Poster Guidelines

1. *The participants will have to present the poster in printed format, preferably printed on a good quality flex sheet. There will not be any provision for an e-poster presentation.*
2. *Size: The poster should be printed in the portrait format with dimensions 36 (w) X 48 (L) inches. The margin should not exceed the dimensions as the board provided will not accommodate a sheet larger than this.*
3. *Content: The content should strictly adhere to the design template provided on the conference website including font size, font type, color combinations etc.*
4. *Image and graphics: use clearly labelled figures and graphics. The Images should not be obscured by the text. Copy-right contents and contents directly copied from internet should be avoided.*
5. *The presenters should avoid putting too much of content in the poster.*
6. *Logistics pertaining to pasting the poster, board pin, adhesive taps etc. will be provided at the venue.*
7. *The content of the poster must be aligned to the curated and approved abstract that had been submitted to the scientific committee of the conference.*
8. *The space on the left panel of the poster designated as poster no. should be left empty. A unique poster number will be assigned to it before the final presentation at the venue.*
9. *Poster presenters must register for the conference.*
10. *The first author must be the presenting author.*
11. *The scientific committee will presume that the presenter has taken the consent of all the authors mentioned in the poster and there is no conflict of interest.*
12. *If any part or whole of the content of the poster has ever been published, it must also be mentioned below the acknowledgement section with due citation of the paper.*
13. *The Area for different headings (viz. Introduction, Methodology etc.) can be adjusted according to the needs of the poster.*

Oral/ Free paper Presentation guidelines

1. Your oral presentations must be in English and cover the same material as your curated abstract submitted to the scientific committee of the conference.
2. The presentation must abide by the format template shared on the website for the purpose.
3. Please include an introductory slide with your title, name, affiliation and contact details as mentioned in the template.
4. Be creative. Make good use of visuals/ images to make your talk engaging and accessible.
5. The total time allotted to a speaker will be 10 minutes out of which 8 min. will be for presentation and 2 min. for question session. The presenters must ensure completion in timely manner.
6. Text on slides should be clear and concise with correct spelling. Please use fonts that are clear to read and ensure there is good colour contrast between the text and the background.
7. Prepare all diagrams or charts neatly and legibly beforehand, in a size sufficient to be read on screen (this includes annotations).
8. Please don't clutter your slides by cramming it with lengthy content. As far as possible please use bullet points.
9. You must not include third-party intellectual property (such as copyrighted imagery, music, video clips etc) unless you have permission or are otherwise legally entitled to do so. Please make sure that you include the required credits or acknowledgements in your video.
10. Make sure that you speak clearly and not too quickly, (aim for about 140-150 words/minute). The presenters are expected not to just read out the slide content while presentation.