

## IOACON 2026 – Presentation Guidelines

### 1. Gold Medal Competitive Paper

#### Time and Structure

- **Total Time:** 8 minutes for presentation, plus 2 minutes for questions.
- **Slide Count:** Preferably 12 slides (roughly 1 slide per minute). Recommend to rehearse prior to the actual presentation.
- **Standard Flow:**
  - **Title Slide:** Paper title, author names, affiliations, and underlining the presenter's name.
  - **Introduction & Background (1–2 slides):** Context, research gap, and objectives.
  - **Methodology (1–2 slides):** Visual or pictorial summary of methods rather than text-heavy steps.
  - **Results & Discussion (4–5 slides):** The core focus; use clear graphs, charts, and images instead of large tables.
  - **Conclusion & Future Scope (1–2 slides):** Key takeaways and next steps.
  - **References / Acknowledgments (1 slide):** Credits and key sources.

#### Slide Design and Formatting

- **Format:** 16:9 widescreen layout in Microsoft PowerPoint (.pptx).
- **Version:** Microsoft PowerPoint 2016 or newer.
- **Readability:** Use clean sans-serif fonts like Arial or Calibri, with titles at **32–40 pt** and body text at **22–24 pt**.
- **Text Limits:** Maximum 4 to 6 bullet points per slide and under 10 words per line; avoid reading text straight from the slides.
- **Visuals:** Prioritize charts, diagrams, and high-contrast colour schemes (e.g., dark background with light text or vice versa).

## 2. Free Podium Paper

### Time and Structure

- **Total Time:** Usually 6 minutes for presentation, plus 2 minutes for questions.
- **Slide Count:** Typically limited to 8 to 10 slides (roughly 1 slide per minute). Recommend to rehearse prior to the actual presentation.
- **Standard Flow:**
  - **Title Slide:** Paper title, author names, affiliations, and underlining the presenter's name.
  - **Introduction & Background (1–2 slides):** Context, research gap, and objectives.
  - **Methodology (1–2 slides):** Visual or pictorial summary of methods rather than text-heavy steps.
  - **Results & Discussion (3–4 slides):** The core focus; use clear graphs, charts, and images instead of large tables.
  - **Conclusion & Future Scope (1-2 slide):** Key takeaways and next steps.
  - **References / Acknowledgments (1 slide):** Credits and key sources.

### Slide Design and Formatting

- **Format:** 16:9 widescreen layout in Microsoft PowerPoint (.pptx).
- **Version:** Microsoft PowerPoint 2016 or newer.
- **Readability:** Use clean sans-serif fonts like Arial or Calibri, with titles at **32–40 pt** and body text at **22–24 pt**.
- **Text Limits:** Maximum 4 to 6 bullet points per slide and under 10 words per line; avoid reading text straight from the slides.
- **Visuals:** Prioritize charts, diagrams, and high-contrast colour schemes (e.g., dark background with light text or vice versa).

### 3. E-Poster

#### Content Structure

- **Format:** 9:16 Vertical / Portrait layout in pdf format.
- **Standard Flow:**
  - **Header:** Clear title, author names, and institutional logos at the very top.
  - **Introduction / Objective:** A brief 2–3 sentence background and your main research question.
  - **Methods:** Use a flowchart or schematic diagram instead of paragraphs of text.
  - **Results:** This should occupy the central, largest part of the poster. Use high-contrast charts or graphs with minimal text captions.
  - **Conclusion:** Key takeaways bulleted clearly.
  - **QR Code:** Include a small QR code in a corner linking to your full paper, contact details, and supplementary data.
- **Design and Formatting:**
  - Text-to-Visual Ratio: Aim for 60% visuals (graphs, images, diagrams) and 40% text.
  - Font Sizes: Ensure your text can be read easily from 3 to 5 feet away:
  - Title: 48–60 pt (Bold)
  - Section Headers: 28–36 pt (Bold)
  - Body Text: 20–24 pt
  - Typography: Stick to clean, sans-serif fonts like Arial, Calibri, or Helvetica. Do not use more than two font families.
- **Colour Palette:** Use a light background with dark text for maximum readability under venue lighting or vice versa. Limit your palette to 2 or 3 colours.