Guidelines for Highlight Oral with Poster Presentation Speaker

1. Please submit your poster to POCER committee in registration counter during registration.

2. The dimensions of the poster board will be 594mm (Width) x 841mm (Height) (or equivalently 23.3in (W) x 35in (H)). This corresponds to **A1 Size** in **PORTRAIT** layout (No landscape layout is allowed due to available board constraint).

3. During the Poster Presentation Session (morning and noon tea breaks), authors are requested to be at their poster panel to present their work.

4. Every poster presenter required to present their highlight oral presentation.

5. The total duration for each presentation is **5 minutes without Q&A**.

6. Please upload your presentation file to the provided laptop during morning tea-break (0930 – 1000).

7. Please be in your parallel room at least 30 minutes before your presentation starts.

8. All oral presentations should be in **MICROSOFT OFFICE POWER POINT** format.

9. Each speaker is requested to use provided laptop to minimise change-over time.

10. You will be alerted by the session committee on the **1 minute** time remaining of your presentation.

11. It is very critical for each speaker to strictly abide by the **5 minutes** allocated time.