



## INSTRUCTIONS FOR POSTER AUTHORS

**DEADLINE for submission of materials: 30 September 2022**

For the young scientist poster session to be held on 19 October 2022, all poster authors in the 2022 Dragon 5 Mid-term Results Symposium are requested to:

1. Provide a pdf of their poster in A0 size
2. Provide a short 3-minute video recording in MP4 format presenting the poster
3. Deliver poster pdf and pre-recorded video

### 1. PREPARATION OF A0 SIZE POSTER TO BE CONVERTED TO PDF

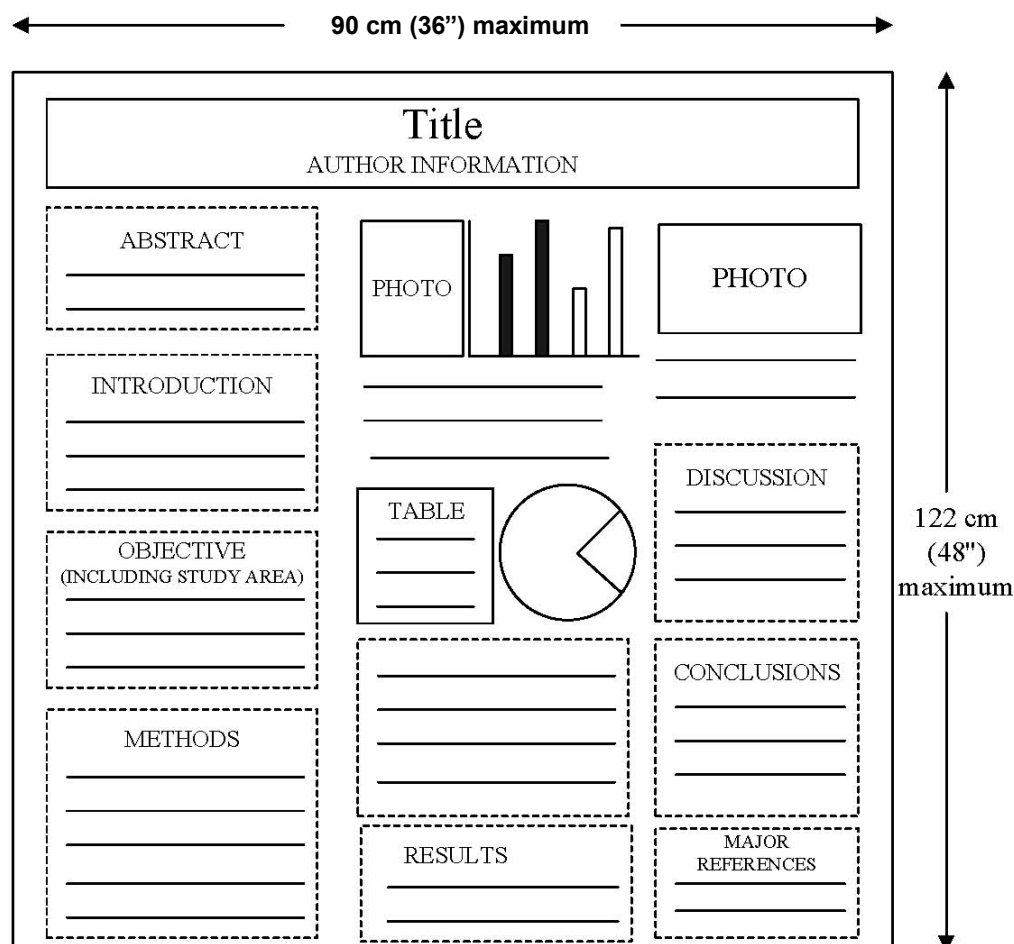
#### Content

Posters may present research results by young or Dragon 5 scientists.

#### Dimensions of Poster Presentations

- Poster width should not exceed 90 cm (36").
- Poster height should not exceed 122 cm (48").

See following diagram.





### Design and Format

- Use graphs, charts and illustrations as much as possible. Minimize use of text and tables.
- Use large bold lettering for readability (minimum font size 14pt non-serif e.g. Arial).
- Graphic poster presentations should be readable from 2.5m away.
- The use of colour graphics will enhance poster readability and attractiveness.

### Content

- Title: **BOLD AND UPPER CASE**, followed by author's name and affiliation; include email addresses and web addresses if appropriate.
- Abstract: - do not to exceed 500 words
- Introduction
- Objective (including study area if have)
- Methods
- Results
- Discussion
- Conclusion
- Major references (maximum of 5 citations)
- Use borders or white space to separate sections.

### File name convention

Please use the filename convention:

POSTER-<abstract number>-<author surname>-<author given name>.pdf

e.g. POSTER-123-Smith-John.pdf

## 2. PREPARATION OF A SHORT 3-MINUTE VIDEO RECORDING IN MP4 FORMAT PRESENTING THE POSTER

Please prepare your video recording based on the guidelines below:

### • Video duration

Poster presentations are scheduled for 8 minutes each, i.e. 3 mins for the video plus 5 mins for Q&A

**\*\* Pre-recorded videos shall not exceed 3 minutes \*\***

### • Requirements and tips for the preparation of pre-recorded videos

1. Please download [HERE](#) the customised **ppt template** for your use and convenience
2. Slides will need to have **audio narration embedded**. E.g.: Please follow the step-by-step instruction on “[recording your audio in PowerPoint](#)” or use an alternative recording system
3. Export the presentation as an MPEG-4 (.mp4) file. E.g.: You can follow this step-by-step instruction on “[exporting a PowerPoint file to .mp4](#)”
4. The MPEG-4 file size must be **less than 400 Mb** and should be saved as medium resolution
5. Please use the filename convention:  
PV-<abstract number>-<author surname>-<author given name>.mp4  
E.g. PV-123-Smith-John.mp4



**NOTE 1:** Only MPEG-4 (.mp4) video format can be accepted

**NOTE 2:** The slides should be compiled in clear and concise way, and should be designed in a size sufficient to be read on-screen.

### 3. DELIVERY OF POSTER PDF & PRE-RECORDED VIDEO

Please ensure that you have prepared the following 2 files and then compress them into 1 zip file

Item	File type
Poster	PDF
Video	MP4

Please submit your zip file using [WeTransfer](https://wettransfer.com) (<https://wettransfer.com>) to [dragon-videos@designdata.de](mailto:dragon-videos@designdata.de) **no later than 30 September 2022.**

A copy of the Poster PDF should also be uploaded on the [ConfTool system](#) as an attachment to your contribution by the 30 September 2022 to allow adjudicators and other Dragon scientists to see the posters before the Poster Session on Wednesday 19 October 2022.

### 4. DURING THE SYMPOSIUM

The Dragon 5 Young Scientists shall present their posters to the Dragon 5 scientific community during a dedicated poster session, which will take place online on the WebEx platform on **Wednesday 19 October 2022**. The session will be organised by thematic areas in 6 parallel breakout rooms. The poster presentations will be adjudicated by selected Dragon evaluators.

#### PART 1: YOUNG SCIENTISTS ADJUDICATED POSTER SESSION (6 breakout rooms)

**In Europe: 08:30 to 10:30 CEST**      **In China: 14:30 to 16:30 CST**

The poster presenter shall join the relevant breakout room. The pre-recorded presentation will be launched by the technical team and will be stopped after the foreseen presentation time has expired (please ensure that the video respects the time limit of 3 minutes). Following the end of the pre-recorded presentation, poster presenters should be available to answer verbally a few questions from the adjudicators.

#### PART 2: YOUNG SCIENTISTS NETWORKING SESSION (6 breakout rooms)

**In Europe: 10:40 to 12:30 CEST**      **In China: 16:40 to 18:30 CST**

The poster presenters should be available in the relevant breakout rooms to answer the questions raised by the Dragon scientists. This is also an occasion for young scientists to network.

**All presenters of pre-recorded videos are therefore required to attend the on-line poster session.**

Detailed WebEx instructions including the date for the rehearsal will be sent to you in due time.