POSTER EXHIBITION: PRESENTERS’ GUIDELINES

The Poster Exhibition for the inaugural Malaysian Conservation Conference 2022 will be held from **Tuesday, 29 March 2022 till Thursday, 31 March 2022**. The exhibition is located at the foyer of the conference’s function room and the posters will be displayed from 8:00 am to 5:30 pm daily during the period of the conference.

All authors shall be present nearby their posters at the designated time from 11:00 am to 1:00 pm after the opening ceremony on **Tuesday, 29 March 2022**. The respective authors shall be present at your designated area between 12:00 noon to 1:30 pm and your tasks are to answer queries and provide further information on your study’s results.

**PRESENTERS’ RESPONSIBILITIES**

All authors are responsible for tasks involving the setting-up and removal of their posters.

All setting-up of posters and other administrative matters must be completed after 2:00 pm on **Monday, 28 March 2022** and the removal of posters and other matters must be executed after 1:00 pm on **Thursday, 31 March 2022**.

The staff assigned to oversee the poster exhibition will not be responsible for the posters and other materials left unattended or left behind by the participants. They are assigned to remove and dispose any materials not collected or left behind at the foyer.

Please take note that the exhibition presenters are not required to check-in at the Speaker Centre.

**GUIDELINES: POSTERS’ LAYOUT**

Language Requirements: **English** only.

All posters should be in **A0 size (841 x 1189 mm / 84.1 x 118.9 cm)** and laid out in portrait style. The poster’s identification number will be displayed on top of the poster board. Mounting materials will be available for collection at the Secretariat’s Desk.

Your poster should be able the capture audiences’ interest concurrently gauge their interests and queries on the subject(s) and purpose of your study. Here are some hints that may be helpful for the preparation of your poster:

- Your poster should have a clear message, a logical layout and easily understood in a short period of time;
- Make sure that the specific sections i.e. the subject-matter background, methods, results and conclusions are clearly visible on the poster;
- Please ensure that the design(s) of individual sections of your poster are easily read, simple yet informative and impactful and avoid large blocks of text and long sentences;
• Make sure that the type/font size is large enough to be read at a distance of 1.5 meters (five feet). The smallest type of font size used, should be at least 18 points for your presentation’s content and 36 points for your headings. Please ensure that your word count in the content checked and has to be as low as possible in terms of preparation for our MCC 2022;

• Supporting images (graphs, tables, illustrations and photograph, amongst others) are very helpful to ensure impactful presentation in your posters. Please ensure all images are easily interpreted by visitors and participants of MCC 2022.

• Please ensure that there are sufficient contrasts between the poster’s colours compared to its background.

“Together We Unite To Conserve and Protect Our Biodiversity”