17th International Medical Education Conference 2024 (IMEC 2024)
4th - 6th October 2024
International Medical University, Kuala Lumpur

e-Poster Presentation Guideline

INTRODUCTION

The abstract submission guidelines for the **IMEC 2024** are intended to provide clear instructions before submitting an abstract. You are kindly requested to carefully read the guidelines as stated below.

The IMEC 2024 Scientific Committee (SC) and Advisory Board (AB) reserve the right to decline or reject any abstract that fails to comply with the requirements or that contravenes them

The abstracts submitted need to be based on the conference theme: **TRANSFORMING HEALTH PROFESSIONS EDUCATION FOR ADVANCEMENT OF ONE HEALTH**

The subthemes for the conference are as below:

- Curriculum Design
- Teaching and Learning
- Student Assessment
- Digital Health
- Governance and leadership
- Faculty Development
- Professionalism & Ethics
- Stakeholder Engagement

Abstract Submission Deadline: **15 May 2024**

Abstract Acceptance Notification: 15 June 2024

INSTRUCTION TO PRESENTERS

1. Duration and Interaction
Each e-Poster presentation is allotted 5 minutes for the presentation itself, which will be followed by a 3-minute session for questions and discussion, facilitated by a moderator

2. Number of Presentation
Each e-Poster presentation session will include 6 abstracts with a total duration of 60 minutes. Only one presenter is allowed for each abstract.

3. Presentation Format and submission:
All presenters are required to submit their ePosters in PDF format, with a landscape orientation, to imec2024@imu.edu.my using WeTransfer (https://wetransfer.com/) by **6 September 2024**, no later than 5:00 pm Malaysia Time (GMT +8:00).

4. Accesssibility of ePosters
All ePosters will be accessible on the IMEC2024 virtual platform, allowing conference participants to view them at their convenience.

5. Pre-Presentation Requirements
All presenters should be present at the respective presentation venue (for onsite presenters) / Zoom link (for online presenters) at least 15 minutes before the scheduled start time.

6. Live Streaming
The onsite presentation session will not be live-streamed and both online and onsite sessions will not be recorded.

GUIDE FOR EPOSTER PREPARATION

- File format: PDF format. Strictly 1 page only.
- Orientation: Create a document in PowerPoint landscape with a layout of 16×9. A sample of the presentation can be downloaded from IMEC 2024 website.
- Recommended font types: Arial and Calibri are recommended.
- Font size: 24 points or larger
- Hyperlinks, animated images, animations, and videos are not permitted. QR Codes may be included
- Images and tables: at least 300 dpi. Good picture quality is essential.
- Do not overlap objects and layers. Only the final view/status will be visible
- Save the file as a PDF file. Please use Abstract ID as the file name when saving as a PDF. Do not use symbols or special characters (i.e. +/@/ü) in the file name.
- File size: less than 5 MB
- Files that fail to meet the specified requirements may compromise the quality of the file on the IMEC 2024 virtual platform.

TIPS ON PRESENTING A 5-MINUTE E-POSTER PRESENTATION

Presenting an e-Poster effectively within a 5-minute timeframe requires concise and strategic planning. Here are some tips to ensure a successful presentation:

- Ensure that all crucial information is incorporated within the ePoster.
- Given the brief 5-minute window for presentations, it will not be feasible to discuss all contents of the ePoster in detail.
- Concentrate your presentation on the key highlights, significant results, and essential information within the ePoster that participants should take particular note of.
- Presenting with ePosters may be a novel experience, so we advise presenters to rehearse their presentation prior to the session.
- Attendees have the opportunity to review the complete ePoster both before and after your presentation.