

## e-Poster Presentation Guideline

### INTRODUCTION

The abstract submission guidelines for the **IMEC 2026** are intended to provide clear instructions before submitting an abstract. You are kindly requested to carefully read the guidelines as stated below.

The IMEC2026 Scientific Committee (SC) 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: **Educators' Redefined: From Gatekeepers to Learning Architects**

The subthemes for the conference are as below:

- Curriculum Design
- Teaching and Learning Strategies
- Student Assessment
- Educational Technology & Artificial Intelligence
- Governance and leadership
- Faculty Development
- Value Based Education, Professionalism & Ethics

Abstract Submission Deadline: **30 April 2026**. Submissions received after this deadline will not be considered.

Abstract Acceptance Notification: 31 May 2026

### ABSTRACT STRUCTURE & HOW TO SUBMIT

#### 1. Acces

Please visit <https://www.imu.edu.my/events/imec2026/register> and register to create an ID. Then, click on submit abstract to start the submission process.

#### 2. Structure

- a. Authors: Please follow instructions for all author and co-author details. Type the author's full name (First name, family name) and affiliation. Please ensure the details are accurate as the name provided will be included in the abstract book. Unless indicated otherwise, first author's name will be considered as the abstract presenter.
- b. Category: Please select the category most related to your study.
- c. Abstract title: The title should be explicit and reflecting the content of the abstract. The length should be no more than 30 words.
- d. The abstract should follow the structure below:
  - i. Background: Indicating the objective(s) of your investigation and your research question.
  - ii. Method: An explanation of the study design and experimental methods used

- iii. Results: The essential results were observed in summary form. Sufficient quantitative data and statistical tests should be presented. Statements like "to be completed" are not acceptable.
- iv. Conclusion: Conclusion should be supported by the findings within your results.
- e. Keywords: Not more than 3
- f. Take home message: Provide the impact or take-home actions from your study in less than 50 words.

## 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 2-minute session for questions and discussion, facilitated by a moderator.

### 2. Number of Presentation

Each e-Poster presentation session will include 8 abstracts with a total duration of 60 minutes. Only one presenter is allowed for each abstract.

### 3. Presenters

- a. All presenters must register and pay the registration fee **31 July 2026** to ensure inclusion of an accepted abstract presentation in the programme and abstract book.
- b. All presenters are only allowed to present once abstract/presentation during the conference.
- c. In view of time and fair chance, only one presenter is allowed for each accepted abstract.

### 4. Presentation Format and submission:

All presenters are required to submit their ePosters in PDF and JPEG format, with a landscape orientation, to [IMEC2026@imu.edu.my](mailto:IMEC2026@imu.edu.my) by **30 September 2026**, no later than 5:00 pm Malaysia Time (GMT +8:00).

### 5. Accessibility of ePosters

All ePosters submitted before 30 September 2026 will be accessible on the IMEC2026 virtual platform, allowing conference participants to view them at their convenience.

### 3. 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.

### 4. 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

1. File format: PDF and JPEG format. Strictly 1 page only.
2. Orientation: Create a document in PowerPoint landscape with a layout of 16×9. A sample of the presentation can be downloaded from the website.
3. Recommended font types: Arial and Calibri are recommended.
4. Font size: 24 points or larger.
5. Hyperlinks, animated images, animations, and videos are not permitted. QR Codes may be included.
6. Images and tables: at least 300 dpi. Good picture quality is essential.
7. Do not overlap objects and layers. Only the final view/status will be visible.
8. 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.
9. File size: less than 5 MB.
10. Files that fail to meet the specified requirements may compromise the quality of the file on the IMEC2026 virtual platform.

## GUIDELINE FOR ONLINE PRESENTERS

### 1. Preparation of Pre-recorded Presentation

Presenters are required to produce and provide the pre-recorded oral presentation in MP4 format.

### 2. Submission of Pre-recorded Video file

The pre-recorded video file should be provided to [IMEC2026@imu.edu.my](mailto:IMEC2026@imu.edu.my) via WeTransfer (<https://wetransfer.com/>) by **30 September 2026 (5:00 pm Malaysia, GMT +8:00)**.

### 3. Submission of Presentation Files

Presenters should provide their presentation file to the IMEC 2026 organisers in advance via one of the following methods: E-mail the presentation file to [IMEC2026@imu.edu.my](mailto:IMEC2026@imu.edu.my) with the Abstract Number before **30 September 2026 (5:00 pm Malaysia, GMT +8:00)**

### 4. Pre-Presentation Requirements

All online presenters should be present at the Zoom presentation link at least 15 minutes prior to their scheduled presentation time. Please indicate to the chairperson if you wish to present live or play the recorded presentation and attend to the live question & answer.

### 5. Duration of Pre-recorded Video Playback

The pre-recorded video file will be played strictly for up to 5 minutes during the session, followed by 2 minutes of question and discussion, led by a moderator.

## 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.