

# General Guidelines for Scientific Poster and Videos Presentations

World Scientific and Cultural Dialogue on Acupuncture (WSCDA)

The purpose of scientific posters or video is to present work in the form of statement of the research problem, brief description of the approach and summary of (any) results obtained to date (what was done, why it was done, and what happened). The poster or video should communicate these ideas in a way that stimulates one-on-one discussion. The Cité des sciences et de l'industrie and its hallways filled with Acupuncture enthusiasts are an excellent opportunity to communicate your work.

# General Guidelines for Scientific Poster and Videos Presentations

World Scientific and Cultural Dialogue on  
Acupuncture (WSCDA)

The Scientific Committee of World Acupuncture Day Organization (WADO) intends to open a space for the presentation of posters and videos for the dissemination of projects and initiatives of a scientific or technical nature in the area of Acupuncture.

## Content

Using a theme that is framed by the acupuncture, determine the one essential concept that needs to get across to the audience.

## Venue

*Cité des sciences et de l'industrie* in Paris, France.

## Participation

- The Organizing or Scientific Committee cannot participate;
- Any professionals or students from Traditional Chinese Medicine or Acupuncture area can apply for a poster or video presentation;
- The poster or video presentation must be at least 75% related with Acupuncture.

## WSCDA Presentations

Posters and videos are a good way of communicating about your research.

They are particularly effective for presentations communicating quantitative data, but can be used for a variety of reasons. A poster may be an independent presentation, it may be an addition to your paper, and it can be an alternative to an oral presentation.

The Scientific Committee is offering participants that proposed a paper that does not fit into the programme to convert this into a poster or video presentation.

- The inclusion of the poster video presentation in the WSCDA is conditioned, by the organization until receipt of your registration newsletter and payment of at least one of the authors as a Congressman;
- The name of the author or co-authors (maximum of 3 elements) must include the proper name and initials of the surname, without other initials or academic titles;
- Any author is allowed to present more than one poster or video of its own authorship.
- A certificate of participation will be issued to the competitors who had the poster or the video exposed on the WSCDA.

## Poster Layout

The preparation of the poster must comply with the following aspects

- Must be printed in English or French;
- Maximum dimensions: 120cm high x 90cm wide;
- It must be easily legible at a distance of 1 meter;
- It should be easy to read and visually appealing;
- It should contain illustrative and / or representative images of the subject matter;
- Must contain the name of the author or co-authors at the upper end of the poster;
- The bibliographical references used for its elaboration must be inserted in the bottom part of the poster, separated from the content by well-defined line.

### Title

- The title of the poster should quickly orient the audience. It should include the title of the work, the authors' names, the institutional affiliations, and the poster number.
- Make the title the most prominent block of text on the poster—either centre or left justify at the top.
- The title banner should be readable from 2.5 meters away.
- Do not typeset the title in all capital letters—such text is difficult to read.
- Use small words such as: of, from, with, to, the, a, an, or and to separate details in the title.

### Section Layout

- Background/purpose (states research problem and should quickly address the subject matter).
- Hypothesis or question to be answered.
- Methods (description of the approach).
- Data/Results (summary of findings, if unique state so).
- Conclusions and implications for the future.

### Other concepts to remember when designing the poster:

- Design individual sections so that they can be quickly read (use numbers or bullets).
- The poster should not contain large blocks of text or contain long sentences (limit text to between 500 and 1500 words).

- Whenever possible, the sections should rely on images such as: photographs, drawings, and graphs.
- Do not cram the poster full of information.
- Blank space is good as it makes the poster seem less complicated and more approachable.
- Select dark colour (black/blue) for main text, select red for important text, use fill colour for identifying group, or entire element, or use one colour to indicate importance of your headings.

### Placement and Removal of Posters

- The responsibility for hanging the poster is of the authors;
- The placement of the posters is defined by the organization, with a number;
- Posters should be hung by 08.45 on the morning of November 16<sup>th</sup>;
- Any posters remaining after 19.30 of November 17<sup>th</sup> will be taken down by the organization and we do not take responsibility for any losses or damage of posters;

### Videos

- Each video should last no more than 15 minutes;
- The language spoken must be English or French, with subtitles;
- The number of times it will be displayed on screen depends on the organization;
- The videos will be displayed on a specific area designated by the organization;
- The author should add six images taken from the video, in digital format (jpg or png), when submitting the video;
- The video must be in one of the following formats: AVI, MOV, WMV, MPEG and MP4

### Poster and videos evaluation by the Scientific Committee

- Posters or videos that contain any type of commercial promotion will not be accepted;
- Posters or videos that do not fulfil the recommendations of this guideline will not be accepted;
- The Scientific Committee reserves the right not to exhibit posters or videos that show a lack of graphic quality or scientific content;
- The result of the selection or not of the poster or video will be communicated to the authors by electronic mail until October 25<sup>th</sup>, 2018;
- Only the posters whose final layout corresponds to what was sent to the Scientific Committee will be posted.

### Abstracts

- All abstracts should be sent in English, in PDF format, together with the posters in electronic format and the videos in MP4, by October 15<sup>th</sup>, 2018, to the electronic address: video@wad-o.com;
- The poster or video abstract should contain a maximum of 350 words;
- It must also contain the name of the author or co-authors, contact and the Institution to which they are linked;

- The abstract should contain: title, brief introduction, objectives, methodology used, main conclusions and references;
- Please ensure that you have permission to use any images you include in the poster or video. This includes a license for copyrighted materials and consent forms from patients who are recognizable in photographs or images.

### Important dates

- September 14<sup>th</sup> – End of the early fee registration to the WSCDA.
- October 15<sup>th</sup> – Abstracts and registration must be submitted on or before this date.
- October 25<sup>th</sup> – After October the organization will contact by electronic mail the participant's selected to display their posters or videos on the WSCDA.
- November 16<sup>th</sup> – Beginning of the WSCDA congress.
- November 17<sup>th</sup> – End of the WSCDA congress.