

2025 INTERNATIONAL PWS CONFERENCE

June 25-26, 2025 | Phoenix, AZ



Oral, Poster, and Lightning Oral/Poster Session Guidelines for the Clinical & Scientific Meeting

Updated – May 2025

Posters:

Poster Specifications:

Poster boards measure 91 inches (231.1 cm) wide by 45 inches (114.3 cm) high, in landscape (horizontal) format. A 48 inch (width) by 36 inch (height) or 56 x 42-inch poster will fit nicely. Posters may not extend outside the designated space assigned.

The title, author(s) and place of work should be positioned at the top of the poster. Diagrams, photographs, and tables may be included. Each presentation should include a brief explanation of the Aims, Methods, Results, and Conclusions.

Please refer to the Poster Directory on the website to find your designated display location. Posters may be put up starting from the first break on Wednesday, June 25th. Push pins will be available. You may print your poster on either paper or fabric.

The poster session will be between 4–6 pm on Wednesday, June 25th in the Arizona Grand Ballroom - Eucalyptus and Honeysuckle Suites. The presenting author is expected to be at their poster as follows:

- those with odd numbered abstracts should stand by their posters for the first hour,
- those with even numbered abstracts will stand by their poster for the second hour.

Posters should remain in place until the afternoon session on Thursday, June 26th to allow for viewing during breaks and lunches. You do not need to be at the poster boards during this time. Please remove your poster at the end of the afternoon break on day 2.

Tips for an effective poster:

- Use easily read type. Lettering should be at least 1 inch (2.54 cm) high.
- Summarize current research in graphic form (graphs, tables, figures) whenever possible and minimize the amount of text.
- Arrange materials in columns and use white space to help direct readers logically through the poster.
- Choose your colors to provide strong contrast and avoid pairing red and green elements to assist those with red-green color blindness.

There are many excellent resources to help you design your poster, including:

<https://colinpurrington.com/tips/poster-design/>

<https://research.lib.buffalo.edu/poster-presentations>

Oral Presentations:

Timings for the oral presentations are now on the website. You have been allocated a total of 15 minutes for your talk including questions. It is suggested that you limit your talk to 10-12 minutes leaving 3-5 minutes for questions. Please ensure you adhere to the timings since we will have a tight schedule.

- Set your presentation slide size to a Widescreen (16:9) aspect ratio.
- Save your slide deck as "SessionNumber_LastName_2025UIH_oral" e.g. III-3_Driscoll_2025UIH_oral.
- Note this on the top left-hand corner of your first slide.
- Send your slide deck **as a PowerPoint** (not pdf) to Jessica, (jessica.bohonowych@fpwr.org) by **11:59 pm Eastern Time on Friday, June 20th**. If the PowerPoint is too large to send via email, please use We Transfer (<https://wetransfer.com/>) and email the generated link to Jessica.
- In your email with your slide deck, please send the proper pronunciation of your name for your introduction.
- Please bring a copy of your slide deck on a USB memory stick in case of any last-minute technical problems.
- If you have any questions, please contact Jessica (jessica.bohonowych@fpwr.org) or Theresa Strong (Theresa.strong@fpwr.org)

In the interests of time, you will not be permitted to use your own laptop. Technicians will be available on-site to assist, as necessary. **There will be a speaker-ready area if you wish to review your slides prior to presentation.** If you have media files as part of a PowerPoint presentation, please make sure that these files are saved in the same folder as the PowerPoint file.

Lightning Oral/Poster Sessions:

“Lightning talks” are meant to provide the audience with a brief overview of your poster presentation. Posters should follow the instructions given on the first page.

Each talk will be limited to five minutes (time limit strictly enforced), with a **maximum of four slides**. No questions will be allowed, but audience members will be encouraged to find you at your poster after your Lightning talk to ask questions and discuss your research.

The following format is encouraged:

- Slide 1: Include the title of your poster, authors (presenting author bolded), institution and session number, as outlined below.
- Slide 2: Overview and context: Why did you decide to do this work, what question were you trying to answer.
- Slide 3: Highlights of your data/results. Note, you may or may not want to include your primary data (tables/graphs/charts). A ‘graphical abstract’ summarizing the results may work well.
- Slide 4: Conclusions, Future Directions, and/or Implications of your work.
- Set your presentation slide size to a Widescreen (16:9) aspect ratio.
- Save your slide deck as SessionNumber_LastName_2025UIH_lightning” e.g. III-3_Driscoll_2025UIH_lightning. Note this on the top left-hand side of your first slide.
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8th May 2025