ON THE DAY OF PRESENTATION

1. Presentations must be uploaded in preview room before the start of the session.
2. Presentations from personal laptops are NOT ALLOWED.
3. Any change in presenting author or inability to participate must be communicated to Secretary DOS before 24th October.
4. REGISTRATION is mandatory for participation.
5. Finale of FP/IC/Photography and other competitive sessions will be on SUNDAY.
6. Images used must be original images from author. The presenting *author will be responsible for any copyright violations.*
7. Any financial Interests must be disclosed on the Title slide.
8. Consent from co-authors must be obtained and it is the sole responsibility of the presenting author.
9. In case of a Thesis, the approval from Chief guide is mandatory before presentation.
10. One slide must be incorporated in the presentation mentioning that the presentation has been approved by the chief guide or the concerned faculty.

SPECIFICATIONS FOR PHYSICAL POSTER PRESENTATION AT DOS CONFERENCE

Printed Posters **Need to Be Put Up on the Allocated Poster Board in the** Poster Presentation **Area By** 23rd Nov 9 am

1. Poster Size

- **Sizes:**
  - **118.9 x 84.1 cm**

- **Orientation:**
  - **Portrait**

2. Margins and Layout

- **Margins:** Ensure that the poster has at least 2.5 cm (1 inch) margins on all sides.
- **Columns:** Organize the content in a **3 to 4 column format** to help viewers navigate the information easily.
- **Section Layout:** Follow a logical flow with the following sections in a top-left to bottom-right arrangement:
  1. **Title**
  2. **Introduction/Abstract**
  3. **Methods/Approach**
  4. **Results**
  5. **Discussion/Conclusion**
  6. **References** (if required)
  7. **Acknowledgments** (optional)

3. Text Specifications

- **Title Font Size:** 85–110 pt. The title should be readable from 3-4 meters away.
- **Section Headers Font Size:** 36–44 pt. These should stand out but not overpower the title.
- **Body Text Font Size:** 24–32 pt. Choose an easily readable size, ideally visible from 1–2 meters away.
- **Font Type:** Use **sans-serif fonts** (e.g., Arial, Helvetica, Calibri) for readability from a distance.

- **Line Spacing:** Use 1.15 or 1.5 spacing for clarity.

- **Word Count:** Aim for 300–800 words across the entire poster. Keep sentences short and concise to maintain interest.

4. Visual Elements

- **Images/Graphics:**
  - Resolution: Ensure **300 dpi** (dots per inch) for all images, graphs, and figures to avoid pixelation when printed.
  - Size: Images should be large enough to be clearly visible but should not dominate the poster.
  - Labels: All visuals must be properly labeled, including axes for graphs and figure legends. Text within visuals should be at least 20 pt.

- **Charts and Graphs:**
  - Simplify data presentation—focus on key findings and avoid overly complex graphs.
  - Use color contrast for clarity, but avoid excessive use of color.

5. Color and Background

- **Background Color:** Opt for a **light, neutral background** (e.g., white or light gray) to maintain professionalism and improve readability.
- **Text and Graphic Colors:** Use dark colors (e.g., black, dark blue) for text and headings. Avoid neon or overly bright colors.
- **Color Contrast:** Ensure strong contrast between text and background to maximize readability. For example, use dark text on a light background.
- **Color Consistency:** Limit the use of colors to 2–3 complementary shades to maintain a clean, professional look.

6. Poster Components

- **Title:**
  - Should be short and descriptive.
  - Place your name, affiliations.

- **Abstract/Introduction:**
  - Provide a brief background on the research question or hypothesis.

- o   Summarize the study's objective in 2–3 sentences.

- · **Methods/Approach:**
  - o   Briefly outline the research methodology.
  - o   Use bullet points or flow diagrams for easy comprehension.

- · **Results:**
  - o   Present data clearly and concisely, using graphs, charts, or tables where appropriate.
  - o   Highlight the most important findings.

- · **Discussion/Conclusion:**
  - o   Summarize key takeaways or implications of the findings.
  - o   Suggest areas for future research, if relevant.

- · **References:**
  - o   Include only key references that are necessary to understand the research. Use smaller font (e.g., 18 pt) for the references section.

- · **Acknowledgments:**
  - o   Include names of collaborators, funding agencies, or institutions that supported the work (optional but common).

SPECIFICATIONS FOR FREE PAPER/INTERESTING CASES PRESENTATION AT DOS CONFERENCES

Free paper/Interesting cases/Ophthalmology Case Files

1. **Time Management**

- **Presentation Duration:** 4 Minutes
- **Strict Timing:** Practice your presentation multiple times to ensure you stay within the time limit. Negative scoring will be awarded if speaker crosses time limit.

2. **Slide Deck Specifications**

- **Number of Slides:** Aim for **8-12 slides (Maximum 15)**.
- **Slide Dimensions:** Use **16:9** aspect ratio (widescreen)
- **Text and Fonts:**
  - **Title Slide:** Keep the font size large, usually **32–40 pt** for the title, with your name and affiliation below.
  - **Body Slides:** Use **24–32 pt** font for text, and keep bullet points concise (1-2 lines each).
  - **Font Type:** Use **sans-serif fonts** (e.g., Arial, Calibri, Helvetica) for readability.
  - **Number of Bullet Points per Slide:** Limit to **3–5 bullet points** per slide to avoid overwhelming the audience.
- **Background and Contrast:** Use a **simple background** (white or light gray) with **high contrast** text (dark colors like black or dark blue). Avoid overly complex backgrounds or distracting graphics.
- **Transitions and Animations:** Use minimal or no animations/transitions unless necessary for understanding the content. Avoid fancy transitions that can distract from the message.

3. **Content Organization**

- **Title Slide:**

- o Include the **title of the presentation**, your **name**, your **affiliation**, and any co-authors.
- o Keep the title informative and concise, summarizing the main point of your research.

- · **Introduction Slide(s):**
  - o Provide background information on the topic, explaining the **clinical relevance** and **rationale** for your study.
  - o State the **objective/hypothesis** of the research clearly.

- · **Methods Slide(s):**
  - o Outline the methodology in a simple format. Use diagrams, flowcharts, or brief bullet points to summarize the steps.
  - o Specify key details such as the **study design**, **patient demographics**, and any **inclusion/exclusion criteria** if applicable.
  - o For Interesting Cases, this section can be skipped if not required

- · **Results Slide(s):**
  - o Present key findings in **graphs**, **charts**, or **tables**. Use visuals to simplify complex data.
  - o Avoid overcrowding the slide with too much data; focus on the **most significant results**.
  - o Label axes clearly, and provide brief explanations or highlights of important trends or differences.

- · **Discussion/Conclusion Slide(s):**
  - o Summarize the **main findings** of your study, including the clinical implications.
  - o Discuss the relevance of the results in ophthalmology practice or research.
  - o Mention **limitations** of the study and potential areas for future research.
  - o End with a **take-home message** or **key conclusion** for the audience.

- · **Acknowledgments (if applicable):**
  - o Briefly acknowledge collaborators, institutions, and funding sources at the end of the presentation.

4. **Visual Elements**

·   **Graphs and Charts:**

    o   Use **simple, clear visuals** (bar graphs, pie charts, line charts) to present results. Avoid using more than one complex graph per slide.

    o   Ensure that all visuals are **high-resolution** and that labels and legends are readable (20–24 pt font).

·   **Images:**

    o   Ensure **proper labeling** of clinical images and maintain patient privacy (blur sensitive information if needed).

    o   Use arrows or annotations to highlight important findings in the images.

·   **Color Use:**

    o   Choose **2–3 consistent colors** for charts and graphs, maintaining **high contrast** for readability.

    o   Avoid excessive or overly bright colors, as they can distract the audience.

5. **Technical Considerations**

·   **File Format:** Save the presentation in **PowerPoint (.pptx)** format.

6. **Ethical and Compliance Considerations**

·   **Patient Consent:** Ensure that any patient data or clinical images have proper consent for use, and maintain anonymity where required.

·   **Conflict of Interest:** Disclose any **financial relationships** or potential conflicts of interest during your presentation.

7. **Common Pitfalls to Avoid**

·   **Too Much Text:** Avoid overloading slides with text. Use bullet points and speak to the details.

- **Overuse of Data:** Present only the most **pertinent results**. Avoid overwhelming the audience with excessive data.
- **Fast Pacing:** Don't rush through the slides. Focus on explaining key findings clearly.
- **Ignoring Time Limits:** Be mindful of the presentation time to avoid being cut off by the moderator.

SPECIFICATIONS FOR SURGICAL VIDEO PRESENTATION AT DOS CONFERENCES

Surgical Videos/Learning from Videos Session

- **Time:** 4 minutes
- **Voice:** can be pre-recorded or presented
- **Video Resolution:** Record and export your video in at least **1080p HD** resolution for optimal quality on large screens.
- **File Format:**
    - Use video format **MP4 ONLY**.
- **Frame Rate:** Ensure a frame rate of **30 fps** for smooth playback, especially for surgical footage.
- **File Size:** Keep the file size reasonable (typically **under 50MB**).

SPECIFICATIONS FOR TEACHERS OF FUTURE SESSION

1. The Mentors will allocate the topics to their mentees
2. Each presentation will be of 4 min duration
3. Scoring will be based on
    a. Content
    b. Ability to keep the audience engaged
    c. Time management
    d. Innovative ways of teaching

SPECIFICATIONS FOR OPHTHALMIC PHOTOGRAPHY PRESENTATION AT DOS CONFERENCES

Guidelines:

1. High resolution photographs entries (maximum size - 3 ft height x 2 ft width) during the conference for judges to decide on the best photograph.
2. Written text describing the photograph should not exceed 100 words.

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Printed Photographs **Need to Be Put Up on the Allocated Poster Board in the** Poster Presentation **Area By** 23rd Nov 9 am