

## GUIDELINES FOR POSTERS

Posters are accepted in any of the following specialties

1. Cataract
2. Community Ophthalmology
3. Comprehensive Ophthalmology
4. Cornea , Ocular Surface and External Eye Diseases
5. Glaucoma
6. Medical retina
7. Uvea
8. Neuro-ophthalmology
9. Orbit and Oculoplastics
10. Pediatric Ophthalmology & Squint
11. Refractive Surgery
12. Surgical Retina
13. Ocular Trauma

### General Guidelines

A Poster is an electronic version of the traditional boards, and is displayed in the poster and video kiosks. Poster may include text, figures, tables and images but NO video/animations.

1. Profile update on [www.kosonline.org](http://www.kosonline.org) is mandatory before submitting your abstract.
2. Posters present scientific material, usually new information, and should not solicit members, or promote an organization
3. Each Presenting Author can submit two Posters out of which one can get selected based on the evaluation process.
4. There can be a maximum of 4 authors in a Poster (including the chief author).
5. All authors should be members of KOS (Either ratified or non-ratified).
6. At least one of the 4 authors should be a ratified member of KOS.
7. Ophthalmic authors who are not members of KOS should become a member of KOS to be a presenting author/co-author of an poster. Visit <https://www.kosonline.org/> to become a member.
8. Institution / hospital affiliation and doctor's name in the title or abstract should not be mentioned and will lead to automatic rejection.

**Title** – The title of the submission should not exceed 100 characters (including spaces)

**Section** – Choose the relevant specialty

**Abstract** – Type the details exactly as you would want to be printed in the programme book and SHOULD NOT exceed 1000 characters (including spaces). Should include Purpose, Methods, Results, Conclusion

**Add details of Chief Author, Presenting Author and Co-authors**

### **Uploading / Submission of Posters**

A link to upload selected Posters will be made. Posters submitted after the last date shall be automatically rejected.

### **Presentations for Posters**

Posters should consist of a maximum of 12 Microsoft powerpoint slides, including the title slide and include:

1. First slide – Title and and Poster Number
2. Introduction
3. Material and Methods
4. Results
5. Discussion
6. Conclusion
7. Use Times New Roman or Arial fonts.
8. Font should be no smaller than 18 points.
9. A maximum of 120 words on each slide.
10. Use a plain background without patterns
11. Use clear headings and leave spaces between sections.
12. Pictures and graphics should be clearly labelled and described and of good quality
13. Text should not be obscured by images.
14. Keep the posters simple – makes it easier to read
15. Do not fit too much information on one slide.

### **Selection and presentation**

1. All the submitted Posters will be subjected to an evaluation process.
2. Based on the scores, the best poster of each section will be prominently displayed in the poster terminal.

3. The authors of Posters need not be physically present at the Poster/Video display terminal
4. The selected Poster can be viewed any time during the conference. A specific time slot will not be required.
5. The Scientific Committee shall issue a certificate of presentation to all the authors of the Posters, which was displayed in the kiosk