

INSTRUCTIONS FOR “QUICK FIRE” POSTER SESSION

COMBI2026

Registration and Submission Deadline:

All presenters are reminded that they must register and pay to attend the workshop.

Online registration is available at: <https://www.combiworkshop2026.com/>

All presenters are required to register, upload their abstract, presentation and pay the registration fee. Registration and abstract submission must be completed by **1 November**. To submit your abstract, please go to the website above and click the “**Abstract Submission**” button. When completing the form, please select “**Poster**” as the presentation type. If applicable, you may also provide details of accompanying person(s); these may be invited oral speakers or members of the Organizing Committee.

The registration fee payment link will open after **1 November**. Presenters who receive a confirmation letter should await further instructions regarding payment. Presenters who receive a confirmation letter must upload their presentation via the website or send it by email to phycombi2026@cityu.edu.hk by **15 November**. Please also bring your presentation on a memory stick as a back-up on the day of the session. A final presentation file containing all presentations will be prepared in advance by the conference organizers.

Timekeeping:

The “Quick Fire” poster session is meant to be a very dynamic session in which the poster presenters are given a chance to advertise their poster. Each presenter will be allocated a 2-minute, 3-slide max. presentation slot to showcase key aspects of their poster's research. Because of the dynamic format of this session, it is very important that all speakers keep to their allocated time. The 2-minute time limit will be strictly enforced (i.e., you will be stopped after 2 minutes).

Please ensure that you have rehearsed and timed your presentation in advance of the workshop.

Presentation Guidelines:

- Each poster presentation must be limited to a max. 3 slides in a 16:9 format, the option for which is in PowerPoint under ‘Design (on the top toolbar) > Slide Size > Widescreen 16:9.
- The content of the slide should be as graphical as possible (i.e., mainly use figures and graphs. Use as few words as possible). Graphical abstracts, which are

now frequently required by many journals, are a good example of how your presentation should look like.

- Do not include animations as you will not have control of the presentation. Any animation will be removed.
- Your slide cannot be a digital version of your poster. You should use this opportunity to tease the audience to come visit your poster at the regular poster session rather than present your poster in full.

Physical Poster Requirements

The diagram shows a rectangular poster board with dashed lines indicating dimensions. A horizontal dashed line at the top is labeled 'Not to exceed 914 mm'. A vertical dashed line on the left is labeled 'Not to exceed 1219 mm'. The text and list are positioned within the board's boundaries.

Not to exceed 914 mm

Not to exceed 1219 mm

Please note the following guidance when creating and printing your poster:

1. Posters should be printed in size A0 PORTRAIT FORMAT only
Do not exceed the overall poster dimensions: 1219 mm tall × 914 mm wide
Ideal measurements: 1189 mm tall × 841 mm wide
2. Please include the abstract title at the top of your poster - you do not need to include your poster number on the poster, this will be supplied by the organizer and affixed to the top left corner of your poster board.
3. Please note that nothing confidential should be shared via your poster. You are encouraged to ask your supervisor to review the poster in advance of print and submission.
4. Posters should be made from light-weight materials. The organizer will supply Velcro or pins for you to attach your poster to the poster board.
5. Please ensure you bring your printed poster with you to the Workshop. All posters should be displayed for the duration of the meeting.