



PERSATUAN FARMASI MALAYSIA MALAYSIAN PHARMACISTS SOCIETY

(PPM-001-14-06111967)

Wisma MPS, 16-2, Jalan OP 1/5, 1-Puchong Business Park,
Off Jalan Puchong, 47160 Puchong, Selangor

Tel: 03-8079 1861, WhatsApp (text) : +6018 920 5758

Email: admin@mps.org.my Website: www.mps.org.my

Presentation Guidelines for the NPC Conference 2025: Poster & Oral Sessions

Guidelines for Poster Presentations

Poster Presentation Format and Requirements:

- **Size:** Posters must be printed in **A0 size** (841mm x 1189mm) in **portrait** orientation.
- **Font:** Use clear, legible fonts such as Arial or Times New Roman. Font sizes should be readable.
- **Content:** The poster should include the following sections:
 - **Title:** Must be the same as the abstract title.
 - **Authors and Affiliations:** Include all authors and their affiliated institutions.
 - **Introduction:** Brief background and objectives of the research.
 - **Methods:** A concise description of the methodology.
 - **Results:** Key findings, presented clearly with charts, tables, and graphs (use high-quality visuals).
 - **Conclusion:** A brief summary of the study's conclusions.
 - **References:** Relevant references
 - **Acknowledgement:** If any.
- **Visuals:** Ensure that all charts, tables, and graphs are of high quality and easy to read. Labels and captions should be clear.
- **Clarity and Design:** The poster should be organized and visually appealing. Use bullet points and avoid overcrowding the space.
- **Mounting:** Posters will be displayed on designated boards at the venue. Presenters must mount their posters on **July 25th, 2025**, before **10:00 am**.
- **Presentation Time:** Presenters are expected to be available at their poster for a **5-minute discussion** during the designated poster session times. You should be prepared to explain your research in a concise manner and answer any questions from conference attendees.
- **Language:** Posters must be in English. Proofread for spelling and grammar before printing.
- A soft copy of all posters must be submitted in PDF format by **July 10th, 2025** in the g form provided with this guideline.

Poster Presentation Awards:

Awards will be given for the **3 Best Poster Presentations**, evaluated on clarity, design, originality, and presentation.



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Guidelines for Oral Presentations

- All successful participants who have had their abstracts accepted for the oral presentation should send their slides via the g form link provided **BY or BEFORE 10th July 2025**.

Oral Presentation Format and Requirements:

Slide format:

- The slide should be composed in the Portrait format (9:16 ratio), preferably using Microsoft PowerPoint software. All posters should be **converted to PDF** for submission.
- Only **ONE (1)** slide is permitted per oral presentation.
- Language: Text must be in English.
- The slide must be clear, concise and legible at a glance. Use a clear, readable font (e.g., Arial or Calibri).
- Keep the text large enough to be visible from the back of the room.
- Avoid overcrowding slides with text. Limit text to key points and use bullet points where appropriate.
- The slide may contain appropriate figures, tables, or diagrams to support the key points. Figures, tables, and diagrams should be well organised and legible.
- Only static images should be used; do **NOT** embed any audio, videos, or animations in the slide.
- Ensure consistency in design (colour scheme, font style, and size).
- Contents of the slide should include:
 - **Oral presentation ID:** on the top left corner
 - **Title:** Must be the same as the abstract title.
 - **Authors and Affiliations:** Include all authors and their affiliated institutions.
 - **Introduction:** Brief background and objectives of the research.
 - **Methods:** A concise description of the methodology.
 - **Results:** Key findings, presented clearly with charts, tables, and graphs (use high-quality visuals).
 - **Conclusion:** A brief summary of the study's conclusions.
 - **References:** Relevant references
 - **Acknowledgement:** If any.



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Presentation Structure:

- **Oral Rapid Fire session:** The Rapid Fire Presentation format will be used for the oral presentation session for all oral presenters.
- **Language:** Presentations must be in English. Proofread slides and rehearse your presentation for clarity and fluency.
- Each participant will be allocated a total of **8 minutes**, divided as follows:
 - **Presentation (Pitch): Maximum of 3 minutes.**
 - Presenters must introduce themselves briefly before starting the pitch.
 - Time limits will be strictly enforced. Presenters will be stopped if they exceed the allocated time.
 - **Q&A Session: Maximum of 5 minutes**
 - Following the pitch, the moderator will facilitate a 5-minute Q&A session.
 - Presenters must provide clear and concise responses to judges' and/or audience questions.

The Oral Presentation Session shall be held as follows*:

Location: MPICCI

Date: 26th July 2025, Saturday

Time: 2.00 p.m. - 6.00 p.m.

- All presenters **MUST** be at the oral presentation venue at least 10 minutes before the session.
- Late arrivals or incomplete submissions may be disqualified.
- Oral presentations shall be judged following standard criteria set by the Scientific Committee.
- The decision of the judges is final.

Oral Presentation Awards:

Awards will be given for the **Best 3 Oral Presentations**, based on content quality, clarity of delivery, and ability to engage the audience.

*subject to change



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General Instructions for Both Presentation Formats:

- **Rehearsal:** We strongly encourage all presenters to rehearse their presentations to ensure smooth delivery within the time limits.
- **Ethics and Approvals:** If applicable, ensure all ethics approvals (e.g., from MOH Malaysia or from your respective institution ethic committee) are completed and included in your submission materials.
- **On-site Support:** Limited technical support will be available at the conference to assist with issues during presentations.