Guidelines for Poster Presentations

1. Preparing Posters

- Posters must be prepared in an **A0 portrait format (84.1 cm W x 118.9 cm H).**
- Landscape format is not acceptable because of space limitations.

2. Setting Up Posters

- Posters should be set up in the meeting room 1 on the first floor and the meeting room 3 & 4 on the second floor at 9:00-9:30 on 16 September.
- Poster boards will be numbered; presenters should mount their posters to the board corresponding to the number (Presentation ID) assigned to their poster as shown in the Appendix.
- Poster mounting supplies will be provided at the venue.
- Your poster should remain mounted throughout the duration of the meeting.
- Please remove your poster before 17:30 after the meeting closes on 18 September. Poster materials remaining on the boards after 17:45 will be discarded.

3. Poster Sessions

The poster sessions will be held on **16 September** and **18 September**. Approximately half of the posters will be presented during each session.

Presenters with **odd-numbered Poster IDs** will present their posters during the poster session on 16 **September**, while those with **even-numbered Poster IDs** will present on **18 September**. At the beginning of each poster session, we will hold a Poster Pitch Session, during which each presenter will briefly introduce their poster.

4. Preparation of Your Poster Pitch Slide

Please prepare one presentation slide according to the instructions below and submit it **by 3 September 2026 by uploading the pdf file to the NAIS26 website.**

Please **use the slide template (16:9 aspect ratio)** to be downloaded at the following website and submit a PDF file only.

Do not include animations, videos, or audio in your slide.

Please **embed all fonts in the PDF** to avoid character display problems. We will not be able to correct formatting or font issues after submission.

All submitted PDF files will be merged into a single presentation. The slides will be advanced by the session staff; presenters will not operate the slides themselves.

5. Poster Pitch Session

Approximately 60 presenters will participate in each Poster Pitch Session.

5-1. Presentation time

Please note that each presentation slot is limited to one minute, measured from the time you begin speaking until the next presenter begins.

Your presentation will be automatically stopped after 50 seconds, so **you should plan to speak for approximately 30–40 seconds**. You do not need to mention the presenter's name or affiliation during your presentation.

Please adhere strictly to the time limit. Any overtime will reduce the time available for the poster session itself and inconvenience the other presenters.

5-2. Procedure

At the start of the session, the first 10 presenters should line up in front of the microphone.

As each presenter finishes, the next presenter should immediately join the line, so that there are always 10 presenters waiting. After completing your presentation, please return directly to your seat.

6. Best Presentation Awards

The NAIS26 organizing committee will provide the best presentation awards to those who give the highest quality presentations at the sessions of each day. The awardees will be announced at the closing remarks.