

# Guidelines for creating a virtual poster and audio presentation for the poster

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A virtual poster is similar to a traditional paper poster. Virtual posters and accompanying audios will be uploaded to the IFTE 2021 official website and the Forum repository and will be available for electronic viewing at all times for every participant. Please note that posters are submitted only in electronic form. A virtual poster should be presented in English.

When creating a virtual poster, please do not change the title and the team of authors. These two points should not contradict the information you provided at the moment of your registration on IFTE 2021 official website. When sending the virtual poster, please re-attach the abstract of your article. After sending the virtual poster, it is not possible to submit any changes.

## Frequently Asked Questions

### **Guidelines for Creating a Virtual Poster**

#### **What sections should a virtual poster contain?**

- A poster should contain the following sections: introduction, research objectives, research methodology, research results, conclusions.

#### **A virtual poster is...**

- ... is a single page or slide in album orientation that summarizes your research.

#### **What format should I choose?**

- Microsoft PowerPoint or PDF file.

#### **What font should I choose?**

- You should use standard fonts (Arial or Times New Roman) and a suitable font size.

#### **The size of the file...**

- ...should not exceed 1MB. Recommended poster size in pixels: 1080 width x 1536 height. Recommended poster size in cm: 38,1 width x 54,2 height.

#### **What background should I choose?**

- A plain background without drawings is preferred. You should not use dark colors.

#### **Text...**

- ...should be readable and include correct headings.

#### **What about drawings and graphs?**

- All drawings and graphs should be clear. High-quality drawings and graphs are preferred.

#### **What about virtual poster style?**

- You should not overflow the virtual poster with information. It is better to focus on its quality. Please make your text understandable to every participant of IFTE 2021.

#### **What is the deadline for sending posters and audios to them?**

- The deadline is 22nd of May.

### **Guidelines for making an audio presentation for the virtual poster**

An audio presentation for the virtual poster is a unique opportunity to voice and comment on your research results. When making a presentation, it is not recommended to read the information included in the poster. The aim of the audio file is to specify and clarify the methodology, analysis methods, research stages, as well as to elaborate on the obtained data. This approach aims to generate a lively academic discussion in the virtual mode.

**What programme can be used to make an audio file?**

- An audio file can be recorded with the help of Voice Recorder. This is a standard programme included in Windows. Besides, smartphones can come to your rescue. A voice recording programme is usually installed in modern smartphones.

**What audio formats are recommended?**

- .mp3, .mp4, .mpg, .avi

**The size of the file...**

- ... should not exceed 50 MB

**How long should be the audio presentation?**

- 5-10 minutes

**What are file naming requirements?**

- Please follow the example: Smith A. & Adams B. POSTER Title

**The recording is done, what is next?**

- The audio file should be uploaded to the cloud storage (Yandex Drive, Google Drive, Mail Cloud or any other similar service). Please make sure that the file can be accessed through a direct link without any restrictions and additional requests.