



APVRS 2025 Manila – Poster Presenter Guidelines

The Congress Committee thanks you for agreeing to present at the upcoming 18th APVRS Congress. This document has been prepared to assist you with planning a successful presentation for APVRS 2025 Philippines.

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1. Registration

All poster presenters must register and pay the applicable registration fees to remain in the program. Presenters who fail to pay registration fees risk being removed from the program at the discretion of the Program Committee. There is no reduced registration fee for presenters. Please go to the Registration page in the Congress system at <http://congress.apvrs.org>.

The presenter of each poster, confirmed by the submitter when accepting the decision, will be given a ‘program participant’ ribbon that he/she can attach to the delegate badge to recognize his/her participation in the submitted program.

The APVRS 2025 Congress registration desk is located on the second floor, at the main escalator landing area, and will operate during the following hours:

Date	Time
December 10, 2025 (Wed)	14:00 - 18:00
December 11, 2025 (Thu)	07:30 - 18:00
December 12, 2025 (Fri)	07:00 - 18:30
December 13, 2025 (Sat)	07:00 - 18:30
December 14, 2025 (Sun)	07:00 - 14:15

On arrival at the Congress, collect your badge and other materials at the registration area (second floor, at the main escalator landing area). During the opening hours noted above, staff will be available to answer your questions and provide information about the Congress, venue, and surroundings.

Poster Exhibition Venue

Function Room 4 and 5
Exhibition Venue will open on **December 12, 2025 (Friday)**

Poster Mounting/Dismounting

- Mounting:

December 11, 2025 (Thu): 15:00 - 18:00
December 12, 2025 (Fri): 07:00-18:00
- Dismounting:

December 14, 2025 (Sun): 15:30 - 18:00

2. Poster Presentation

- All presenters can prepare an audio recording (if any, **maximum length: 3 minutes**) to accompany their poster presentations. The recording should be uploaded to the APVRS Congress system at <http://congress.apvrs.org> by **11:59 PM (GMT+8) on November 9, 2025 (Sunday)**.

Ref Id	First Preference	Title	Role	Status	Result	Action
 Download QR code	Poster	Title	Role: First Author First Author: Submitter:	Submitted	Selected as Poster	View Delete Revise Upload Audio

- A QR code, which will be printed (by authors) on each poster, can be downloaded from the Congress system with an accompanying recording. When the QR code is scanned, viewers will be directed to a link where they can hear the recording prepared by the poster presenter.

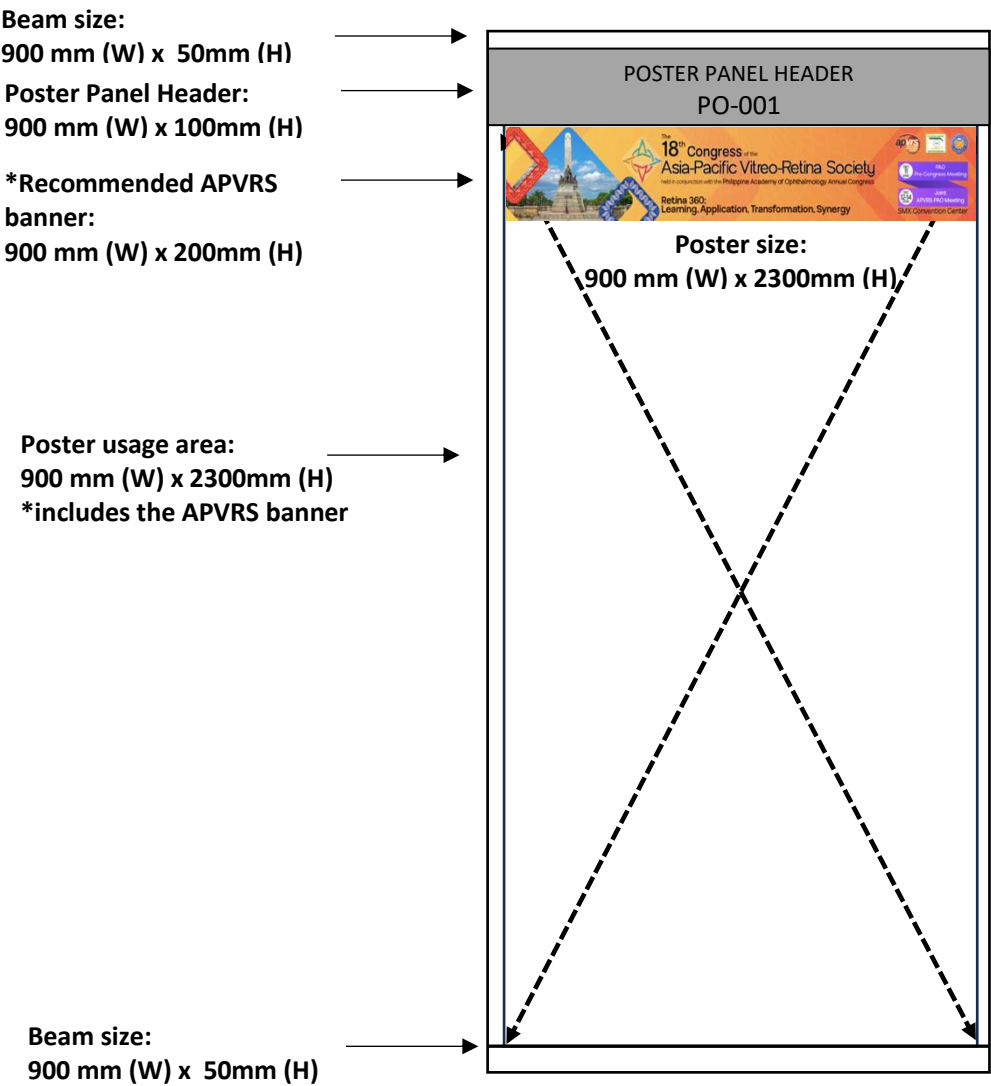
QR Code Sample



3. Poster Guidelines

- **Poster Size:** The poster should be designed to be mounted on a poster board in portrait orientation. **Size 900mm (W) x 2300mm (H)** with recommended APVRS banner (as seen below). Please download the **official APVRS 2025 banner** from our website by visiting the download area <https://2025.apvrs.org/download-area/> or click the link below

[LINK: downloadable file for APVRS 2025 Banner](#)





- **Poster Number:** The poster number will be placed in the **top corner** of the board by the Congress Secretariat. **Please make sure you mount your poster on the board with the number assigned to you.**
- **Poster Mounting:** Please use the **pushpins/tape** provided by the Congress Secretariat for mounting your poster onto the poster board.
- **Poster Layout:** The content should be clearly structured under the headings of **Purpose, Methods, Results, and Conclusions**. Heading fonts should be **larger** than body text. Make sure that the poster is not too crowded and has enough blank space.
- **Poster Design:** We request to insert our congress banner on top of the poster (link for banner attached in poster guideline section). Posters can be designed using PowerPoint, Corel Draw, or Adobe InDesign. White text on a dark background may be used, but only sparingly. In general, white, muted, or pastel backgrounds with black text are the best options. Use an appropriate balance of text and images to convey your message in an easy-to-read way. **The Primary Author may choose to include his/her photo at designated area of the poster (beside poster title).**
- **Text & Font Size:** The text should be concise and ensure good visibility at **approximately 3 feet**. Include all the most important ideas, but not necessarily all finer details. The **minimum font size for body text: 20 points**. Text should be **single-spaced**. **Do not use ALL UPPER CASE TEXT**, as it is difficult to read.
- **Tables:** Tables should be simple and easy to follow.
- **Illustrations:** The legend of a figure should appear below the figure. Illustrations are more appealing if they are in color.
- **References:** Please include **eight (8) pertinent references at most**.
- **Permission for Images:** Please ensure that you have **permission** to use any images you include in the poster. This includes a **license for copyrighted materials and consent forms from patients** who are recognizable in photographs or images.
- **Financial Interest:** Financial interests, if any, **MUST** be disclosed and included in the poster. Presentations made at the Congress **must not be used to promote a commercial product**.