



APVRS 2025 Manila – E- 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.

1. Registration.....	2
2. Preparing Your E-Poster	2
3. Submitting Your Presentation.....	3



1. Registration

All e-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.2025.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 (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.

On site E-Poster Exhibition Venue

Function Room 4 and 5

Exhibition Venue will open on **December 12, 2025 (Friday)**

*E-posters will also be displayed on our congress website: <https://2025.apvrs.org/accepted-abstracts/>

2.Preparing Your E-Poster

All posters should be a visual presentation of your submitted abstract. **Please download the APVRS 2025 E-Poster PPT Template.**

- **Format:** Please convert a poster into a **PDF file** from the sample e-poster **pptx file (1080 x 1920 PIXELS/ 9:16 Aspect Ratio, PORTRAIT)**.
- **Financial Disclosures:** Financial interest(s), if any, **MUST be disclosed and included** in the poster. Presentations made at the Congress **must not be used to promote a commercial product**.
- **Design:** It is **mandatory** to insert our **congress banner** on **top** of the e-poster. Font size is specified in the sample e-poster. Choose Arial or another font that can be read clearly at a distance. Put **light colored fonts on dark backgrounds** and **dark fonts on light-colored backgrounds** so that viewers can see the text clearly. Remember, overcrowding a poster slide makes it difficult to read. Help your readers by providing clear labels or headings for each section of your presentation. **The Primary Author may choose to include his/her photo at the designated area of the poster (beside poster title).**

- References:** Please include **eight pertinent references at most**.
- Tables** should be simple and easy to follow. **Minimum font size** for data in tables is **10 points**. **All graphs and tables** must be embedded in your file. The **legend** of a figure should appear below the figure.
- Do not** insert or embed **any videos** in your presentation.
- Please ensure that **you have permission** to use any images you include in the e-poster. This includes a **license for copyrighted materials and consent forms from patients** who are recognizable in photographs or images.

E- Poster Presentation

- The 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.2025.apvrs.org> by **November 9, 2025 (Sun) at 23:59 (GMT+8)** using APVRS Congress login details.
- A QR code, which will be displayed on each poster, can be downloaded from the Congress system. After you have uploaded the audio annotation to the congress system, you may download he QR code and insert it into your e-poster file. When the QR code is scanned, viewers will be directed to a link where they can hear the recording prepared by the poster presenter.

 Download QR code	E-Poster	Title	Role: First Author First Author: _____ Submitter: _____	Submitted	Selected as E-Poster	View Delete Revise Upload Audio Upload PDF
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3. Submitting Your Presentation

Speakers must register and upload their e-poster (with audio recording(s), if any) to the Congress system no later than **November 9, 2025(Sun) at 23:59 (GMT+8)**. Kindly note that all speakers must complete the registration process for abstract presentation submissions.

File uploaded after the deadline may **NOT** be able to be incorporated into the program. Before submitting, please make sure your e-poster can be viewed without any failure.

Resubmission requests after the said deadline may **not** be considered. When you are ready to submit, you may upload your e-poster by clicking **“Upload PDF”** under **Abstract > Abstract Submission**.

 Download QR code	E-Poster	Title	Role: First Author First Author: _____ Submitter: Y	Submitted	Selected as E-Poster	View Delete Revise Upload Audio Upload PDF
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All presentations will be on demand for viewing until **April 15, 2026**. If you have any concerns, please contact secretariat@apvrs.org.