



Formats on how to write Abstract, Poster Presentation and standard full paper.

1. Abstract Submissions

An abstract is your "elevator pitch." It needs to be punchy, standalone, and usually fits within a **250–500-words limit**.

- **Title:** Concise and descriptive (avoid jargon where possible).
- **Background:** 1–2 sentences on why this study matters.
- **Objectives:** What specific question were you trying to answer?
- **Methods:** A brief overview of the design, setting, and participants/materials.
- **Results:** The "meat" mention your key findings with primary data/statistics.
- **Conclusion:** The "so what" what do these findings mean for the field?
- **Keywords:** 3–5 terms for indexing and searchability.

2. Poster Presentations

Think of a poster as a **visual map** of your research, not a paper pasted onto a board. The goal is to spark conversation.

Layout Essentials

- **Size:** Usually **48" x 36" (Landscape)** or **A0**, but always check the specific event guidelines.
- **Flow:** Use a columnar format (3 or 4 columns) so the reader moves from top-left to bottom-right.
- **The "Rule of 80/20":** Aim for 20% text, 40% visuals (graphs/images), and 40% white space.

Content Sections

1. **Header:** Title, authors, and institutional logos.
2. **Introduction/Aim:** Short bullet points.
3. **Methods:** Use a flowchart or diagram instead of a wall of text.
4. **Results:** Large, high-resolution charts with clear captions.
5. **Conclusions:** 3–4 key takeaways in bold.
6. **QR Code:** Link to your full paper or contact info.

3. Standard Full Paper (IMRaD)

Most journals follow the **IMRaD** structure. Depending on the field (APA, MLA, or Vancouver style), the formatting details vary, but the structure remains constant:

Section	Purpose
Introduction	Define the problem, review literature, and state your hypothesis.
Methods	Provide enough detail so someone else could replicate your study.
Results	Report findings neutrally. Use tables/figures for complex data.
Discussion	Interpret results, acknowledge limitations, and suggest future research.
References	List every source cited using the required style (e.g., APA 7th Ed).

Common Formatting Requirements

- **Font:** 12pt Times New Roman or 11pt Arial.
- **Spacing:** Double-spaced with 1-inch margins.
- **Page Numbers:** Usually in the top right header.
- **Tables/Figures:** Placed either "in-text" or at the end of the manuscript as appendices

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