

WFWS 2026 Presentation Guidelines

The WFWS 2026 Organizing Committee requests all presenters to carefully review the following instructions to ensure smooth session management and effective scientific exchange.

The conference will be conducted in a **hybrid format**, allowing participation both **in person and online**.

1. Oral Presentation Guidelines

Presentation Requirement

Each accepted abstract must be presented in **English** by **one of the listed authors**.

Time Allocation

A total of **15 minutes** will be assigned for each oral presentation:

- **10 minutes** for the presentation
- **5 minutes** for questions and discussion

Session Chairs will manage presentation timing. Presenters are requested to prepare accordingly.

Slide Submission

All presenters must submit their **PowerPoint presentation slides** in advance.

Invited Plenary Session Speakers

- **Deadline: 18 June 2026**

Invited Speakers from Other Sessions

- **Deadline: 10 July 2026**

General Presenters (On-site and Online)

- **Deadline: 30 June 2026**

Slides should be submitted by email to **wfws2026@gmail.com**. Please use the **subject line: "Submission of Oral Presentation Slides."**

Accepted file formats: PowerPoint. Presenters are recommended to prepare slides in a clear and readable format. A minimum font size of **24 pt for body text** and **32-40 pt for headings** is recommended to ensure visibility for the audience.

On-site Presentation Instructions

Presenters attending in person are requested to:

- Arrive at the assigned presentation room **15 minutes before the session**
- Check in with the session chair or technical staff
- Conduct a final slide review during the break prior to the session if needed

A presentation clicker, laptop, and countdown timer will be available.

Online Presentation Instructions

Online presenters will receive their session access link prior to the conference.

They are requested to:

- Join the session **15 minutes before their scheduled presentation**
- Ensure stable internet connectivity and functional audio/video equipment
- Display their name using **Presentation Code + Full Name**

2. Poster Presentation Guidelines (On-site Display)

Poster Format

Poster presentations will be conducted through physical display at the conference venue (Koujin Kaikan, Kasumi Campus, Hiroshima University)

Posters must follow the specifications below:

- Size: **A0 (841 mm × 1189 mm)**
- Orientation: **Portrait only**
- Language: **English**

Poster Content

Posters should clearly present the study using concise text and visual elements. Suggested sections include:

- Title
- Authors and affiliations
- Background
- Objectives
- Methods
- Results
- Conclusions and implications

- Acknowledgements (if applicable)
- Contact information

Visual Design Considerations

Presenters should aim for a clean and reader-friendly design.

- Use headings and short text blocks rather than long paragraphs
- Incorporate charts, figures, and diagrams where appropriate
- Suggested minimum font size: **24 pt for main text**
- Images and graphs should be of high quality to avoid pixelation when printed
- Posters must be prepared in **English**

Poster Preparation and Setup

Presenters are **required to print their posters in advance and bring them to the conference venue**. Poster boards will be available on site, and mounting materials will be provided by the Organizing Committee.

Each poster board will be labeled with the **abstract code and designated display location** for easy identification.

- **Setup Time:** 8:00 AM - 9:00 AM (on the assigned presentation day)
- **Removal Deadline:** 6:00 PM

Posters that are not removed by the specified time may be taken down and disposed of by conference staff.

Presenter Engagement

Poster presenters are encouraged to remain near their displays during designated networking periods such as coffee breaks and lunch sessions to interact with conference participants.

3. Important Information

- Presentation schedules will be announced in **early July 2026**
- Presenters who fail to submit required materials by the deadline may be excluded from the final program
- **On-site printing services will not be available**