

## **Poster Presentation Guidelines**

An ideal poster illustrates the research findings in a clear, concise, and visually appealing manner. Authors eligible for poster presentation must carefully check the poster presentation schedule which will be published on the conference website inside the program schedule.

### **Registration Details:**

- Deadline: 22 December 2025.
- Mode: In-person, needs to contact:

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- Full Registration Fee (Per Person): 3000 BDT\*
- At least one full registration for each accepted poster must be made before the registration deadline.
- One full registration covers a maximum of two posters.
- Full Registration Benefits include:
  - Meals and Refreshments (Morning Snacks, Lunches, Afternoon Snacks, Closing Dinner).
  - Conference Kits (Bag, Notepad, Pen, Key-ring, Mug).
  - Conference Documents (Electronic Proceedings with Full Paper).
  - Certificate.

\*This specific full registration is permitted only for the authors eligible for poster presentation. For partial registration, interested author needs to check here: <https://ucics.org/registration>

### **Poster Presentation Checklist:**

- Content Organization: The poster should cover the key points of the work. The content should be divided into sections including an introduction, objectives, methodology, result, conclusion, and references. Use of diagrams, figures, tables, pictures, etc., rather than only text wherever possible is highly recommended. The poster content must be in English.
- The title of the poster should appear at the top. The author(s) name(s) and affiliation(s) are to put below the title. The top right corner of the poster must contain the UCICS 2026 logo (available on the conference website: <https://ucics.org/> ) and the top left corner must include the paper ID number. The bottom must contain “Undergraduate Conference on Intelligent Computing and Systems (UCICS 2026), Organized by Department of CSE, Varendra University, Rajshahi, Bangladesh” text as the footer.

- Color scheme: A high-contrast color scheme for readability is advised to be used. Authors should avoid overly bright or distracting backgrounds.
- Size: The poster dimension must be 3 feet (width) x 4 feet (height). Orientation must be in portrait (vertical).
- The poster must be legible from a distance of two meters.
- Printing: UCICS 2026 will NOT offer any printing service. Authors are solely responsible for bringing their printed posters before the session begins.
- Poster Material: PVC (polyvinyl chloride) or banner paper.
- Poster Set-up: Necessary materials (double-sided adhesive or pushpins or poster stands) will be provided by the organizers. Volunteers will help to find the assigned poster space. Be aware that posters must be set up during the allocated time before the session begins and should remain displayed until the session ends.
- The designated presenter must be available during and throughout the poster presentation session.
- There is no mandatory poster template for the conference; however, several helpful poster templates are available here: [Editable Templates](#), [Editable Poster Template Download](#)
- Suggestions in preparation for poster presentation are available at this URL: [Tips-On-Poster-Presentations-At-Professional-Conference](#)

### **Enquiries Contact:**

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