

Poster Presentation Guideline for DCMi 2025

Please check the Poster Presentation Guideline for DCMi 2025.

Looking forward to see you at University of Barcelona, Spain.

You can check the schedule of the conference here.

<https://www.dublincore.org/conferences/2025/sessions/>

Please feel free to contact us.

Congratulations on having your poster accepted. This information is being sent to all poster authors who are marked as a presenter. If you are not attending the Conference and not presenting, please notify us right away so we can update our information.

Poster presenters are responsible for their own poster construction costs. However, the DCMi Conference Office will provide the following standard materials:

- The maximum permitted poster size for this conference is **A1 (594 × 841 mm, 23.4 × 33.1 in)**. Posters larger than A1 will not be accepted—please ensure your design adheres to this limit.
- Use adhesive backed Velcro, hook type that you can use to affix your materials to the board.

You may display supplementary material that is relevant to your presentation (including business cards), but the Conference Office will not store or secure it for you and we are unable to provide tables for poster presentations. Laptops are permitted, but cannot be secured. No outlets or Internet connections will be available.

Following are some general tips that you may wish to consider as you prepare your poster presentation:

- Graphical elements should be emphasized when appropriate and possible. Graphs, charts, tables, photographs, and illustrations are particularly appropriate for a poster presentation.
- Lettering should be simple, bold, and easily legible from a distance of 4 feet. Use no more than two or three fonts, and keep font sizes between 16 and 48 points.
- Poster content should be divided into appropriate sections, such as: title, author(s) and affiliation(s), abstract, methods, results or data, and conclusion or summary. Headings above each poster section should indicate its contents and identify the appropriate sequence in which to view the poster. If necessary, use clearly visible numbers, letters, or arrows to assist the viewer.
- Written material should be concise. Save nonessential but helpful or interesting secondary points for discussion with your viewers, or create and distribute an information sheet that expands on your topic.

- Printed conclusions should permit viewers to focus on a concise statement of your central findings and should spark informal discussion (if applicable).

Posters will not be judged, but you may find the criteria helpful while planning your poster.

It is not necessary for you to sign and return this document, we are sending it so you are aware of the policies regarding your poster presentation.

Poster Set Up

You can set up your poster during the day (e.g., during the break) it is scheduled, **Oct 22, 2025**.

Poster Session Schedule

Your poster will be presented on **Oct 22, 2025, 5:00pm - 6:00 pm**, Infront of Auditorium (main hall). **The presenters must stand by their poster on the specific scheduled date and time.**

Official Language of the Conference

The official language of the Conference is English.

Conduct

I agree not to use my presentation as an opportunity to showcase any business, practice, or product.

Presentation Content

I agree not to change the content/topic, format, and/or co-presenters without prior written approval of DCMI.

No Compensation

I acknowledge participation in the meeting is voluntary, and I will not receive any compensation in connection with such participation.

Registration

I acknowledge I must register for a minimum of the day(s) of my presentation(s), my poster presentation may be removed from the program and the proceedings of the meeting.

Deadlines

I agree to abide and adhere to the following deadlines:

- **October 15, 2025**

Register for the meeting

Display of Materials, Drawings, Promotion and Selling

I agree not to display or sell materials of any nature (e.g., books, manuals, flyers, DVDs, etc.) at or in connection with the meeting. I will not promote any product(s) or program(s) as part of the presentation, but I may invite attendees to provide their contact information should they request additional information or follow-up (meeting attendees, however, are not required to do so).

Sincerely,

DCMI 2025 Poster Track Co-Chairs

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