

Guidelines for Poster Preparation – International Congress on Arts Education 2026

An academic poster is a visual presentation of research findings or artistic/educational projects. It should combine scientific clarity, visual impact, and good organization, allowing the reader to understand the essence of the work within a few minutes.

General Recommendations

- **Title:** short, clear, and appealing; should capture immediate attention.
- **Legibility:** key information must be readable from a distance of 2 meters.
- **Less text, more visual impact:** use short sentences, key points, and graphic elements.
- **Clarity:** use simple, direct language.
- **Organization:** use lists, bullet points, or numbering to guide the reader.
- **Images and graphics:** prioritize diagrams, photographs, and high-quality graphics (300 dpi).
- **Clean layout:** avoid clutter; leave white space to enhance readability.
- **Colors and fonts:** ensure good contrast; choose simple, readable fonts (e.g., Arial, Calibri).
- **Identification:** include the authors' names, institutional affiliations, and contact email.
- **Reading time:** a viewer should understand the main message in about **3 minutes**.
- **Remember:** *less is more* — highlight only the essential content.

Recommended Poster Structure

1. **Title** - brief and appealing (1–2 lines).
2. **Authors and affiliations** - include institution, contacts, and emails.
3. **Logos** - of the involved institutions and the congress.
4. **Introduction** - briefly contextualize the study/project and its relevance (~200 words).
5. **Objectives** - clearly describe the purpose of the work.
6. **Methodology** - present the methods used, preferably with diagrams or flowcharts (~200 words).
7. **Results** - highlight key findings, supported by graphs and images with self-explanatory captions (~200 words).

8. **Conclusions** - emphasize the significance of the results and their contribution to the field (~150–200 words).
9. **References** - include only the most relevant (1–5 entries, if applicable).
10. **Acknowledgments** - mention individuals or entities that supported the work (max. 40 words).

Technical Specifications

- **Size and orientation: A0 format** (120 cm height × 90 cm width), vertical orientation.
- **Recommended fonts:** Arial or similar; title ≥ 60 pt; subtitles ≥ 40 pt; body text ≥ 24 pt.
- **Images:** minimum resolution **300 dpi**; ensure they are not pixelated.
- **Graphs:** use clear captions; avoid color schemes that reduce contrast.
- **Final file format:** single **PDF** or **JPEG** file (multi-slide posters will not be accepted).
- **File naming convention:** CEA_FirstAuthorName (e.g., CEA_JoaoSilva.pdf).

Submission

- Each poster must be submitted **as a single final file**.
- Submission deadline: **February 1, 2026**.
- For technical questions or submission issues, contact:
congresso.artes@edu.madeira.gov.pt

Tips for Maximum Impact

- Start with the title and results — they attract the viewer's attention first.
- Use colors consistent with the project or institution's identity.
- Prefer simple graphs with clear, self-explanatory captions.
- Avoid long paragraphs; opt for bullet points and diagrams.
- Test your poster: print a reduced version to check readability before submission.