

# GUIDELINE PRESENTATION

## A. Introduction

The 1st AICIMIDS (Annual International Conference on Islam, Media, and Digital Society) is an international academic forum that brings together scholars, researchers, and practitioners to share ideas, research findings, and innovations in the fields of Islamic studies, media, and digital society.

This presentation guideline is prepared as a reference for all participants in preparing and delivering their research in a systematic, scientific, and communicative manner. Through this guideline, it is expected that each scientific contribution can be delivered optimally and easily understood by a multidisciplinary audience.

## B. General Terms and Conditions

- Participants submitting abstracts must be directly involved in the research.
- Authors' names must be written in full without academic titles, accompanied by institutional affiliation and email address.
- The corresponding author must be marked with an asterisk (\*) and is responsible for all communication with the committee.
- All abstracts will undergo a review process by the scientific committee within a maximum of one week.
- Abstracts must be written in English using proper academic language.
- Participants who do not complete registration and payment by the deadline (June 30, 2026) will be considered withdrawn, and their abstracts will not be processed.
- Abstract submission period: May 1 – May 30, 2026.

## C. Abstract Writing and Submission Guidelines

- The abstract must be original, unpublished, and not under consideration for publication elsewhere.
- The abstract title must be clear, specific, and free of abbreviations.
- The abstract must concisely reflect the entire study with the following structure:
  - Background
  - Objective
  - Methods

- Results/Discussion
- Recommendation
- Keywords: maximum of 5 words, arranged alphabetically.
- Maximum word count: 250 words.
- Writing must be clear, concise, and use appropriate academic language.

## **D. Oral Presentation Guidelines**

### **1. Technical Requirements**

- File format: .ppt / .pptx / .pdf
- Submission deadline: 1 day before the conference
- File naming format:  
**oral\_firstname\_two keywords of title**
- File submission via email:  
**conference.fdikom@apps.uinjkt.ac.id**

### **2. Presentation Structure**

Slides must include:

- Title and author(s)
- Background
- Objective
- Methods
- Results
- Recommendation
- References

### **3. Slide Requirements**

- Maximum of 6 slides (including opening and closing slides)
- Use a simple, professional, and readable design
- Use bullet points; avoid long paragraphs
- Use graphs, tables, or visuals to clarify data

### **4. Presentation Duration**

- Presentation: 7 minutes

- Q&A: 3 minutes
- Participants must be present at least 15 minutes before the session begins

## **5. Effective Presentation Tips**

- Focus on key findings, not the entire paper
- Use clear and communicative language
- Engage with the audience
- Practice to manage presentation time effectively

## **E. Poster Presentation Guidelines**

### **1. General Requirements**

- Size: A0 (90 cm x 120 cm), vertical orientation
- Single spacing
- Title maximum: 2 lines ( $\pm$ 120 characters or 20 words)

### **2. Author Identity**

- Written without academic titles
- Include institutional affiliation and email
- Corresponding author's email marked with (\*)
- Presenter's name must be underlined

### **3. Element Placement**

- AICIMIDS logo: top right
- Institution logo: top left
- Participant number: below the conference logo

### **4. Poster Structure**

The poster must include:

- Title
- Author(s)
- Abstract (maximum 250 words)
- Background
- Objective

- Methods
- Results
- Recommendation
- Acknowledgment
- References

#### **5. Font Size**

- Title: 96 pt
- Author: 72 pt
- Institution: 36–48 pt
- Content: minimum 20 pt

#### **6. Implementation**

- Participants must bring a printed poster (standing banner format)
- Participants must be present at their poster location according to the assigned schedule
- Participants are expected to actively explain their research to the audience

#### **F. Closing**

This guideline serves as the official reference for all participants of The 1st AICIMiDS, Faculty of Da'wah and Communication Sciences, UIN Syarif Hidayatullah Jakarta, in delivering research professionally and with high quality. Compliance with these guidelines reflects a commitment to academic standards and supports the creation of a credible, interactive, and internationally recognized academic forum.