SAPC

Accessible and Inclusive Presentations and Posters

SAPC welcomes delegates from a wide range of professional, academic, patient and public backgrounds. Presenters should ensure that posters, slides and presentation materials are accessible, inclusive and understandable to the widest possible audience.

Please:

- Avoid unnecessary jargon and explain specialist terminology.
- Use clear, concise text and avoid overcrowding slides or posters.
- Provide adequate white space, avoid clutter, and visually highlight sections with borders, coloured headings, and white space.
- Describe key charts, figures and images during presentations.
- Use high-contrast colours and do not rely on colour alone to convey meaning

Further slide accessibility:

- Titles: **44 pt or larger**
- Main text: **32 pt or larger**
- Use plain, readable fonts (e.g. Arial, Calibri, Aptos).
- Aim for no more than six lines of text per slide where possible.
- Provide captions for any videos where possible.

Further poster accessibility:

- Use simple sentences and bullet points, rather than walls of text.
- Follow a clear, logical reading order.
- Use adequate white space and avoid clutter.
- Ensure text can be read comfortably from 1-2 metres away.
- Use headings and visual structure to help attendees navigate the content.

Most universities and organisations provide accessible slide and poster templates as part of their branding and accessibility guidance. Presenters are encouraged to use these institutional resources when preparing conference materials.

For further guidance, please see the National Coordinating Centre for Public Engagement Accessible and Inclusive Events Guide.