



Publications Committee

August 2019.

INSTRUCTIONS TO AUTHORS OF POSTER PAPERS

Authors are encouraged to consider posters as a way of presenting their results. Posters will be displayed for the duration of the Conference where delegates can view them easily.

Posters are now the main method of presentation of research results at some domestic and international conferences. Authors benefit in several ways:

- a poster gives your research good exposure and presents accurate details of the work,
- a poster allows exposure for preliminary results, minor projects, technical improvements, etc.,
- a poster provides more time for explanation and interaction in small groups,
- a poster can provide the latest information or research results, something not possible in a paper,
- a poster can be used after the Conference, e.g. at field days or institutional displays.

Publication:

An abstract of 300 words or less will be published in hardcopy in the book of abstracts.

A paper of 1,000 words or less may be submitted for publication in electronic format in the Proceedings.

Poster papers will have 5 minutes of time scheduled for presentation and discussion at the conference.

Authors are encouraged to add an electronic version of their poster to their Dropbox folder. This copy of their poster will then be made available to members from the ASSCT website.

Guidelines for posters:

Authors have the option to submit a paper of maximum 1,000 words for inclusion in the Proceedings, providing this paper and an abstract of 300 words or less are received by the Editor by **22 November 2019**. Otherwise an abstract alone of 300 words or less must be submitted prior to **7 February 2020**.

A poster should be self-explanatory and give the essentials of your message. Do not overload it with findings or text. Keep sentences short and pithy. The flow pattern should be given by arrows or numbers.

The Title and Author(s) should occupy the top 130 mm of space, with the title readable from at least 4 m; this requires letters with 20 mm capitals for title and approximately 12 mm for authors' names. A photograph of the senior author should be placed by the poster title.

The poster will be viewed generally from 1.5 to 3 m distance. Capital letters in headings should be approximately 10 mm, lines heavier than 1 mm and text capitals at least 8 mm in height. Typewritten information should not be used unless it is suitably enlarged.

Photos and figures should be at least 20×15 cm, preferably up to 30×41cm. Limit the number of items in a table or curves in a graph. Use colour to add emphasis or contrast.

The A1 standard sheet (or a maximum of 50% wider) would be a suitable size. It is preferable that the poster be assembled on **one** sheet, preferably laminated.

Commercial promotion for a particular product is not permitted, although results from trials with the product could form the basis of a poster.

Presentation:

Provision will be made within sectional sessions for author(s) to make short oral statements (with 3 PowerPoint slides) about their posters. A maximum of five minutes per poster paper will be allowed.

Authors must be present at their posters at the poster session to explain and discuss the poster further. They may wish to complement the poster with a short handout.

Submitting PowerPoint Presentations:

To avoid problems with PowerPoint presentations, the conference organisers require that **ALL** PowerPoint presentations **MUST** be loaded on to conference computers before the presentation takes place. **Details of how to submit these presentations will be made available well before 3 April 2020.**

Presenters must notify the Presentations Coordinator of any custom animation or video sequence embedded in the presentation, including how that sequence is triggered.

An update to the PowerPoint presentation may be allowed up to one day prior to the Conference presentation.

Send all correspondence concerning posters to:

The Editor
ASSCT Ltd.
e-mail: asscteditor@bigpond.com