

**Call for Papers/Posters:**  
***Abstract/Title deadline June 24, 2023***

Individuals interested in presenting an oral presentation or poster can submit a complete abstract using the guidelines and submission process outlined below. If you are interested in presenting a case study during the first evening's social, please submit an abstract via the guidelines below. The deadline for submitting abstracts and/or case titles is ***June 24, 2023***.

**Guidelines for Abstract Preparation (oral presentation and poster)**

1. Prepare in Microsoft Word format.
2. The abstract must fit on a single side of a page with margins set at 1" on all sides.
3. Use Times New Roman 12-pitch font.
4. Center the title. Genus and species names should be in italics.
5. Provide a double space between the title and authors.
6. For each author, provide first name, middle initial and last name.
7. Use bold script for the author presenting the paper.
8. Follow each name with a numeric superscript to denote affiliations.
9. Provide a single space between authors and affiliations.
10. Affiliations should include mailing addresses plus zip codes.
11. Provide double space between affiliations and the body of the abstract.
12. An abstract is needed for the Tuesday night case studies and the main meeting scientific talks
13. Please email abstracts to [amk0105@auburn.edu](mailto:amk0105@auburn.edu) by **June 24, 2023**

**Guidelines for Oral Presentation**

1. PowerPoint format (PC).
2. General session talks will be in 15-minute allotted slots. Recommend 12 minutes for presentation and 3 minutes for questions.
3. Make sure the fonts in the presentation are greater than 24 pitch
4. **Compress picture files, please!** This significantly reduces the size of your file and shortens loading times between talks. To reduce the size of your file:
  1. Click on the picture to be compressed.
  2. Click on **Picture Format**.
  3. Click on **Compress Picture**.
    - a. To compress the current picture only, check **Apply only to this picture** under **Compress options**. To compress all pictures in the presentation, uncheck **Apply only to this picture** under **Compress options**.
    - b. Check **Delete cropped areas of pictures** under **Compression options**.
    - c. Under **Resolution**, select **Web (150 ppi): good for web pages & projectors**.
    - d. Click **Ok**.
5. PowerPoint presentations must be uploaded to  
<https://drive.google.com/drive/folders/10clLBYey1QqyOSy2fCH8TcGYCVgXUDfkWEwtcw51UUrFnj7Rch6QXkLrw7iIOXuXzYDqNWjL?usp=sharing>

Be sure to fill in the submission form completely. **Note, it will not be possible to revise your PowerPoint file or upload a new version after submission, nor during the in-person venue**

(i.e., we will not be uploading slide decks at the meeting); please plan accordingly. All submitted PowerPoint presentations will be linked to a Master Program to ensure a seamless meeting, so **be sure to provide your talks by the appropriate deadline!**

### **Guidelines for short case reports – casual presentation during evening social**

1. Anyone can present a short case study for review during the Monday evening social.  
**Must be unusual or uncommon cases and not shorted research reports.**
2. Case studies should be **8 minutes with 2 minutes** for questions. They can be presented as a PowerPoint, general discussion, Haiku, or song and dance.
3. This is an opportunity for everyone to present and discuss interesting case studies casually, so feel free to select the most appropriate delivery method.
4. Please upload abstracts and presentations to the links provided above by **June 24, 2023**.

### **Guidelines for Posters**

1. The typical size of a poster is 91 cm x 112 cm (36" x 44") in a landscape
2. Column arrangement: A 3-column format best fits this size poster in landscape format. The flow of material should be from top to bottom of each column and left to right among columns.
3. Leave 3.8 cm (1.5") between columns
4. Highlighting the sections: This can be done in several ways.
  - a. One can use thin-lined borders around sections or blocks of subsections to emphasize how items are grouped.
  - b. Light-colored background fill can also be used to highlight different sections.
5. Use of photographs as backgrounds is not recommended, because legibility is usually compromised.
6. Background: Light pastel backgrounds are attractive and allow use of contrasting font colors, such as black, dark blue, and red. White backgrounds are acceptable, though they are less attractive than colored ones.
7. Font type and size: Sans serif typeface such as Arial is best for good visibility at a distance; use the same font type throughout.
  - a. Title - 72 point or larger; keep it short, not more than 80 characters including spaces.
  - b. Authors' names and affiliations - 48 point.
  - c. Section headings - 36 point, bold.
  - d. Text - 28 point.
  - e. Graphs and tables - all numbers and labels 28 point or larger.
  - f. Graph bars and symbols – use colors; avoid cross hatching.
8. Acknowledgments – 20 to 24 point
9. Please set up posters after you have registered.
10. Posters will be displayed for the entire conference, but a poster session is scheduled for Wednesday, July 26, from 5:30-7:00 pm.