



## ALASKA CHAPTER OF THE WILDLIFE SOCIETY ORAL AND POSTER PRESENTATION GUIDELINES



UPDATED NOV 2018

**Oral presentations** will be scheduled for and limited to 20 minutes (including 3-5 minutes for Q&A). **Spark Talks** will be scheduled for and limited to 5 minutes (NOT including 3-5 minutes for Q&A). Oral presentations and Spark Talks will be limited to Microsoft PowerPoint: other formats (such as slides, overheads) will NOT be accepted. Please prepare your presentation using PowerPoint 2010 (4:3 aspect ratio). If this is an issue please contact us as soon as possible so we can consider alternative solutions. Please do NOT bring your own laptop for your presentation. All presenters will be expected to stop by the registration table prior to the start of their session to pre-load their presentations onto the dedicated laptop. Acceptable media are CD and flash drive. You will need to ensure that these are compatible with our laptops, which are running Windows 7 and will have CD readers and USB ports. If you have special requests or concerns regarding audio-visual requirements for your presentation, please contact your Chapter representative @ [twsalaska@gmail.com](mailto:twsalaska@gmail.com).

**Poster presentations** will be mounted on meeting room walls and should not exceed 36 inches wide x 46 inches long (91 x 116cm). Posters will be displayed from 8am – 5pm during all meetings days. Presenters are encouraged to set up posters as early as possible on the first day of the conference to allow maximum viewing time. See the check-in desk for the specific poster display location. Judging will occur during specified poster session time frames allocated in the schedule. Posters can be posted beginning at 8am of the first meeting day and should be removed by 5pm on the last meeting day.

- Posters should include authors, institution, and the institution's location
- Important information should be readable from about 10 feet away
- Word count is limited to 800 words
- Suggested Font sizes: ♣ Title: 120-200 point ♣ Sub-headings: 48 point ♣ Main text: at least 36 point ♣ Graphs: 24-26 point ♣ Acknowledgements: 24 point