



Guidelines for Submission of NASPS Oral Presentations and Posters
2018 Annual Meeting of North American Sturgeon and Paddlefish Society
Columbia, Missouri – October 21st – 25th, 2018

Presentation Outlines and Requirements

1. Power Point is the only medium acceptable.
2. Please try to keep the size of your presentation file to a minimum (< 10 mb if possible).
For example, reduce the image size of digital images and avoid video clips.
3. Presentations are scheduled in 20-minute blocks. The time will be split up by:
 - Speaker introduction (1 minute);
 - Presentation (15-16 minutes);
 - Question and answer period (3-4 minutes).
 - The moderator will notify you when your presentation reaches 15 minutes and 18 minutes. You will be asked to leave the podium at 20 minutes.
4. Presentations must start and end on time, no exceptions, because they are coordinated with a concurrent session.

Presentation Submission

1. **File Labelling:** Presentations must be labeled with the following format to indicate the presenters session, day and time of the talk, and presenter name.
 - Session_Day_Time_Pesenter Name. Time is as listed on the program.
 - For example: Regulated Rivers _Tuesday_0940_James_Crossman.pptx
2. **Early Submissions (Encouraged!!):** NASPS encourages early submission of presentations to make meeting logistics as smooth as possible for organizers. Please submit your presentation by email ahead of the meeting to nasps@nasps-sturgeon.org. You may review your talk at the registration desk on Sunday October 21st and Monday October 22nd to ensure accuracy.

3. **Submission at the meeting:** Submission is required at the registration table Monday October 22nd for all presenters. You will be able to load and review your slides at that time.
 - Should you be arriving on a later day, please arrive at your session 20 minutes before it begins or find a NASPS governing board member who can help you get your talk loaded earlier.

Guidelines for Posters

These guidelines are reproduced from the American Fisheries Society guidelines for posters; please see http://afs.confex.com/afs/Carline_Poster_guidelines-3.pdf for more information when designing your poster.

- A poster should consist of easily read text and graphics describing the objectives, methods, and findings of the study.
- Posters are to be arranged as a single large display (suggested: 4' W × 3' H [1.2 m × 0.9 m] – landscape orientation).
- Posters should be laminated, or use a high-quality glossy paper
- While NASPS will assist with attaching posters to the walls or poster boards, presenters should plan to bring their own materials. NASPS will work with the venue to determine how posters will be attached and will coordinate with poster presenters as needed.