

## 1<sup>st</sup> Global Amphibian and Reptile Disease Meeting: Instructions for Presenters

### **In-person Poster Presentations:**

Posters should not exceed the size of 4' (length) x 3' (height). We will not be able to accommodate posters that exceed these dimensions. Posters smaller than the above suggested size are acceptable. Posters will be hung using push pins (provided at the conference).

Posters should include the following sections:

1. Title, Authors, and Affiliations
2. Clear indication of lead author (e.g., Grayfer\*, L).
3. Introduction/Objectives (kept short)
4. Methods with Visual Aids
5. Results (graphs preferred), Conclusions, and Implications
6. Appropriate References and Any Acknowledgements

Posters should stimulate discussion and minimize long presentations. To this end, keep text to a minimum – use bullets and emphasize graphics. Limit abbreviations and unnecessary text. Balance text and figures.

Please hang posters at the UT Conference Center (outside of meeting room) by 1:00 pm on Aug. 8<sup>th</sup>. You will be able to hang posters on bulletin boards and the walls of the conference center using push pins. The poster session is 6:30-8:30 on 8 Aug and corresponds with the student-professional mixer.

### **Online Posters:**

Poster dimensions do not matter; you will share your computer screen. All online posters should be created using PowerPoint or be a high-quality PDF file.

Please watch this tutorial for an introduction about the online interface. In brief, individuals that want to see your presentation will enter a virtual queue, and when you're ready, you'll let them in, share your screen, and discuss your poster. Login information will be provided prior to the conference.

Tutorial: [See Link on the GARD Conference Website \(Program Page near the link to these instructions\).](#)

### **Five-minute Oral Presentations:**

Presenters should plan on 4-4:30 minutes; no time will be allowed for questions.

Moderators will indicate to the presenters when 3 and 4 minutes have elapsed. There will be strict adherence to the schedule and talks will be cut off after 5 minutes.

### **Fifteen-minute Oral Presentations:**

Presenters should plan to allocate 12-13 minutes to their presentations and leave 2-3 minutes for questions.

Moderators will indicate to the presenters when 10 and 13 minutes have elapsed. There will be strict adherence to the schedule and talks will be cut off after 15 minutes.

### **In-person vs. Online Oral Presentations:**

All in-person presentations should be created using and saved in PowerPoint format. Program type does not matter for online presentations. Online presenters must create a recording of their presentation in .mp4 format and upload to the conference website prior to conference (uploading portal will be available by 15 July on the conference website). Recordings will be used for all online presentations to ensure there are no technical difficulties. It is expected that all online presenters are available after their presentation and during the panel discussion for their session to answer any questions. For in-person presentations, you must upload your presentation to the laptop in the meeting room at least 30 minutes prior to the start of your session. Name your presentation file with Date, Time (24-hour clock), and Surname (e.g., 6Aug\_0830\_Gray; 6Aug\_1430\_Gray).