Northern California Botanists Symposium, January 10-11, 2022: Poster Guidelines

Posters for this symposium will be PDF files viewed online only.

1. Remember that a poster is not a paper. Rely on photos, tables and figures to present your story. For details, interested people can text questions in the chat during the scheduled poster session.

2. Title and author. Place the title (in largest font) and then name of the author (or your research group or agency department, etc.), in the top center of the poster. Title should be readable without having to zoom in or enlarge the poster file.

3. Introduction. Your research or other work may be stated in the form of a problem, question or hypothesis.

4. Protocol/methods. This should be written as a bulleted list or outline that omits most detail. How results were obtained must be clear from the protocol. Any data analysis (indicating statistical tests) must be explained here - or better yet, directly with the data in tables and figures.

5. Tables, graphs and photos and figures. All must be self-explanatory and easy to read. They should have headings of 1 or 2 lines in larger font that state the "take-home" message. Additional comments or detail may be included in smaller font below these headings, and can include conclusions drawn from the data.

6. General conclusions. What is the answer to the question? Were hypotheses rejected? What other conclusions emerge from the results? What new hypotheses do the results suggest, or what new knowledge is put forward? The significance of study results, or of whatever you are depicting, should be clearly addressed, especially relating to conservation/management.

7. Physical layout. Use layout to help tell your story. **Try to limit text** to approximately 1000 words. Dark print on white or very light background gives best readability, especially when backed by a pleasing contrasting color to unite the overall presentation.

8. Abstract. In a short paragraph (approx. 250 words) state your question/hypothesis/problem, study objective(s), basic methods used, main findings, including "bottom line" data (with any statistical measures such as p-values), and conclusions or indications of your study. If your project or work was more qualitative, be as descriptive as possible and be sure to indicate how your work contributes to knowledge about Northern California plant life and/or its conservation or management. Include email for main author, and street mailing address info for all mainauthors, including name of agency, company or organization. (This abstract will be separate from poster and emailed in to symposium organizers. **See separate Poster Abstract Preparation directions**.)

Poster session with authors is scheduled for Monday afternoon, Jan. 10, 2:15 – 3:30PM.

Posters will be viewable any time during the symposium. However, live text chat-based Q & A will be available only during the dedicated poster session.

Video Guidelines for Virtual Conference

There is also an option to include a short video of you describing your poster.

1. **Presentation specifics**: Sound quality is dramatically improved with a dedicated microphone. If one isn't available, minimize background sound. Consider recording on a phone as opposed to a computer. Choose an area with an uncluttered background to present from: the focus should be on you, not the background. Limit your presentation to between 2-5 minutes.

2. **Introduce Yourself:** This can be anything from restating your name and affiliation to summarizing your career as it relates to your poster.

3. **Talk briefly about what led you to do this research**: How did it grab you? Why is this research important?

4. **Research Process**: Talk about a snag and a milestone you've encountered in your research. Inform other researchers about potential complications, and celebrate your successes.

5. **Key Idea:** This is the heart of your video. What is the central point of your poster? What do you want people to take away from this video?

6. **Final Notes:** Let viewers know if you need collaborators, want to accomplish similar future work, or need field collections.