

IOSC 2011 - GENERAL POSTER GUIDELINES FOR AUTHORS

Posters provide an excellent forum for authors to present their work in an informal and interactive setting. Posters are ideal to showcase speculative, late-breaking results or to introduce interesting, innovative work or policy viewpoints. Posters sessions are highly interactive: they allow authors and interested participants to connect to each other and to engage in discussions about the work presented. Posters provide authors with a unique opportunity to draw attention to their work during the conference. However, posters are not to be used as a venue to sell a particular product.

• **POSTER CONTENT:** Posters will be evaluated both on their contributions and on how effectively they communicate those contributions. All posters should include the following information:

- The purpose and the goals of the work.
- Any background and motivation information needed to understand the work, as well as any critical hypotheses and assumptions that underlie the work, if appropriate.
- A summary of the contribution and/or results, in sufficient detail for a viewer to understand the work and/or results; especially key details, results and contributions, or the anticipated contributions if the work is at an early stage.
- Where to find additional information. This should include but is not restricted to:
 - a web site where viewers can go to find additional information about the work,
 - how to contact the authors, including email addresses, and
 - citations for any papers, books, or other materials that provide additional information

• **POSTER LAYOUT GUIDELINES:** "A picture is worth a thousand words." Guide viewers to the main issues and help them to understand the work quickly in order to attract more attention to your work. Few attendees will stop to read a large poster with dense text. If you use screen shots, please ensure that the shots print legibly and that the fonts are large enough to be read comfortably. The conference will supply stand-alone Bulletin-board style display boards. Posters cannot exceed 8 feet wide by 4 feet high. Poster presenters must print their own posters and bring the posters to the conference with the necessary hardware (pins, tape, etc.) to hang them. The IOSC does not endorse any commercial poster printer or supplier. However, listed below are commercial and academic websites that offer guidance on constructing good conference posters and possibly provide free poster templates that you can download for your own use:

<http://www.posterpresentations.com/>

<http://www.call4posters.com/>

<http://writing.colostate.edu/guides/speaking/poster/index.cfm>

<http://www.swarthmore.edu/NatSci/cpurrrin1/posteradvice.htm>

• **SUBMISSION PROCESS:** Submit your poster via the eJournal Press submission website at <http://iosc.msubmit.net>. Final posters are due no later than February 15, 2011. **In the event you are unsuccessful at electronic submission, please contact the IOSC staff by email at IOSCstaff@uscg.mil or by phone at (202) 372-2236 for assistance.**

• **ATTENDANCE:** At least one of the poster authors is required to register at the conference and required to attend the scheduled interactive poster session, staying with the poster to discuss the work with conference attendees. Poster authors may post an informal schedule along with their poster,

listing times when they plan to be available for discussion later on during the conference. Sign-up sheets allow interested viewers to obtain further information. All posters will have an associated message board, on which viewers can post comments, ideas, and questions and on which poster authors will be able to post responses. Posters are advertised in the Final Program, and authors' abstracts will appear in the IOSC 2011 Conference Proceedings.

- **LANGUAGE:** Use English
- **FORMAT:** Use the following sample format as a guide for your poster: TITLE, ABSTRACT, INTRODUCTION, METHODS, RESULTS/DISCUSSION, CONCLUSIONS, and REFERENCES.
- **ACRONYMS, ABBREVIATIONS, AND SYMBOLS:** Spell out acronyms, abbreviations, and symbols the first time they are used.
- **CITATIONS:** Refer to items in the reference list by author(s) name(s) and publication year. Citations should be included in the body of the poster using parentheses; for example, (Jones and Smith, 1999b).
- **EQUATIONS:** Show equations as desired, since they will be printed as submitted. All variables should be explained in a caption or in the text.
- **REFERENCES AND BIBLIOGRAPHY:** List documents cited in the text under “References” and documents not cited in the text but offered for further reading under “Bibliography.” Documents are listed in alphabetical order by the lead author’s last name in both the references and bibliography. If the same author produced more than one document in a year, identify the document by the year followed by a, b, c, etc. in both the text citation and the reference list. Since references are not verified prior to publication, authors are responsible for ensuring completeness—author(s) name(s); year of publication; article/chapter title; journal/book title; journal volume and number/book edition, publisher, city, and state or country; publication number (if applicable), conference name (if applicable); page range of article/chapter.

Example: Corredor, J.E., J.M. Morell, and C.E. Del Castillo. 1990. Persistence of spilled crude oil in a tropical intertidal environment. *Marine Pollution Bulletin*. 21:385-388.