

POSTER PAPERS FOR THE 2017 ANNUAL CONFERENCE

There will be no formal poster paper session this year. However, we are calling for poster papers and will display them at the Conference. There are 15 easels at the Hager Hall Conference Center that can be used to display poster papers. We have some different options on where to display the poster papers including having them in the Trade Show area. The poster papers would get the most attention probably if they were out there. Once all the poster paper titles and author names have been submitted, I will contact you all for your guidance on where you would most desire to have them on display. In the meantime, I will contact Scott Barao who is making the arrangements for the conference at the Hall what options he can give us now that it is clearer how much room is still available as exhibitor space requirements become firmer. We can have the poster papers on display for both days of the conference.

Be sure to let me, Jim Cropper, know that you plan to present a paper so that we have adequate **floor space to display them on easels**. **Deadline for submission of poster paper title and author names is February 10, 2017**. Submit this information by email to Jim Cropper at: jbcropper@yahoo.com

For the Northeast Pasture Consortium members doing a poster paper for the annual conference only, use the guidance below. For those members reprising a poster paper that they have used at other conferences or meetings, there is no need to conform to every specification below. However, keep in mind the target audience is primarily to inform our livestock and pasture farmer members. In the results and summary sections be sure to emphasize how the research findings in the poster paper are or could be relevant to their operations. In previous years, we have had posters sessions on Economics, Carbon Sequestration and the Environment, Pasture Plants and Management, Climate Change Impacts on Pasture Management, Using Annual Forages for Pasture and to Improve Soil Health, Promoting Pasture-Based Farming, and Pasture-Based Product Qualities. This year our theme is: *From Pasture to Table - Grass-Fed Livestock Production of Meat and Milk and Its Preparation - Their Effects on Fatty Acid Composition and Human Health*. Poster papers that relate to that theme would be most appropriate. **Also, keep in mind they will need to be displayed on easels as half-posters.**

Introduction

A major purpose of the annual conference is a 2-way exchange of information. Remember that your paper must be carefully planned, clear and concise, oriented to transfer information effectively, hold the attention of the audience, and have a take-home message.

Planning

Include: an **introduction, methods, results and discussion, summary, and references**. Use metric and English units (in parenthesis) for **weights and measures**, or English units only. Use Power Point (or other computer graphic software) or make a small-scale layout of your poster on ordinary letter paper (8 1/2 by 11 inches). Emphasize the points you want to stress in your poster. Think of headlines, text, charts, graphs, illustrations, and photos, and incorporate these ideas into your layout. Once you are satisfied with the initial layout, finalize poster. **We can only accommodate small posters this year**. They will be mounted on an easel. **Poster size: half poster** - approx. 36 X 48 inches. **Send poster paper abstract to Jim Cropper by February 24th, 2016.**

Organization

Your poster starts in the upper left hand corner. From here the poster should flow from left to right and top to bottom. The title - author(s) - sponsoring institution heading for your poster must be at the top of the poster paper. Use letters, numbers, or arrows to indicate the proper flow to the audience.

Simplicity

Do not crowd too much information into the presentation; concentrate on two or three main points. Highlight trends and comparisons with **simplified** charts, graphs, and diagrams. Make key points in the legend of the figure or table. Use text sparingly, and make sure it is easily understood by the audience. **Outline important points with bulleted text.** Use abbreviations and acronyms sparingly. Avoid overwhelming your audience with too many numbers, words, and/or complicated graphs or tables. Remember, a lot of people will read or study your poster while you are away or talking to another person about the content of the poster; keep the message clear and simple. Choose one background color for your poster paper. Use contrasting colors where appropriate in charts, graphs, and diagrams.

Headings

For the **title**, use a finished font that is at least 3/4 inch high when the poster is printed out to full size. The lettering for authors' names, sponsoring institution, and address should be at least 1/2 inch high. **For section heads and subheads, use a type font** at least 25% larger than the text font (1/4 inch tall when poster is printed at full size). All type must be easily read from a distance of six feet. Use a bold typeface for headings and labels.

Text Type

Keep your text in short, concise, legible statements; minimize complete sentences and paragraphs. A few summary statements are encouraged. Use a word processor to prepare your text copy. Set your word processor for 1.5 lines of space between each line of type. Text in upper and lower case letters is more readable than all capitals. Lettering for subheads and figure captions should be larger than text type, but smaller than type used for a main heading. This type should also be bold. Text type should be at least 1/4-inch tall and readable from a distance of 6 feet. Choose a plain font type such as Arial.

Mounting

The best procedure is to use large glossy paper that is on a spool of a plotter used to capture the image from Power Point or similar software. Bring along the necessary items to put up your poster. **This year at the Hager Hall Convention Center, we will again use easels to display the posters. You will need to mount your poster paper on hardboard or other rigid material to place it on the easel.** Office Depots have folded display boards that when opened up is exactly 36 X 48 inches. You will be given an assigned easel to display your poster. Staples may have a similar product. Bring a supply of business cards to hand out at your poster session so people can contact you if they want to follow-up with you. Have a sign-up pad available for people to list their names and addresses who want more information. You may also provide handouts for interested people to pick up.