Oral Presentation Guidelines

The 30-minute oral presentations are limited to 25 minutes with 5 minutes for questions. The 90-minute oral presentations are limited to 80 minutes with 10 minutes for questions. Session moderators will be instructed to stay on schedule to reduce problems with the timing of concurrent sessions. Presenters should use MS PowerPoint that is PC compatible. Complimentary wifi access will be available in all meeting rooms; however, connection quality and speed cannot be guaranteed.

Presenters are responsible for getting to their session early enough to have their file loaded onto the provided computer. Please bring your presentation in PowerPoint format to the moderator of your session prior to its start. Each presentation room will be provided a laptop computer, projector, power strip, and screen. Laptops at the conference will have USB ports for the purpose of transferring your presentation file (do not bring your presentation on a CD/DVD).

Poster Presenter Guidelines

Posters should be printed on paper that can be attached using pushpins (provided) to rigid poster stands that will be set up at the conference facility. Dimensions of the posters are **limited to 4' tall by 3' wide**. Poster locations will be identified by an assigned number (to be found in the conference program and in the front of the poster room). Poster presenters should not bring any electronic audio/visual aids to their posters. Poster presenters should come prepared to staff their posters during the designated poster judging time, Monday, June 27, from 7:30 to 8:30 PM. The poster judging criteria are on the next page. There will be awards for first, second, and third place; with a certificate mailed to the winners after the conference.

Workshop Guidelines

Each Workshop session room will be equipped with a laptop computer, projector, power strip, and screen for each room. Other supplies needed to conduct the Workshop must be provided by the workshop leader. Workshop leaders should use MS PowerPoint that is PC compatible. Complementary WIFI access is available in all conference meeting rooms; however, connection quality and speed cannot be guaranteed.

Poster Title:_____Number_____

Total Points	Points Awarded	Judging Criteria
20	_____	A. **Content.** Is the target audience identified? Is the content useful to the target audience, correct and organized in a logical manner? Is it original and relevant for the conference?
20	_____	B. **Lay out and Editing.** Does the text strike a balance between being concise and having the detail, with a vocabulary, grammar, and sentence length that will be easily understood and readable by a target audience? Is the font size conducive for the reader? Are spelling and punctuation correct?
10	_____	C. **Graphics.** Are graphics (e.g., drawings, charts, photographs) used where appropriate, designed and labeled so their meaning is clear, and of high visual quality?
10	_____	D. **Design.** Is the overall design appealing and useful to the audience? Does the design lead the viewer through the information in a logical flow? Are there design flaws?
10	_____	E. **Evaluation and Significance.** Are Extension program or research goals clearly stated? Does the project demonstrate a sufficient review of previous work or literature and appropriate methodology? For Extension programs, how is the project being evaluated and what are the results? For research projects, are the significance and results clearly articulated and how is this information being disseminated?
10	_____	G. **Author or Team Member Present during Poster Session.** Was a team member available to respond to questions? The poster should stand on its own merit, but the judges will visit with each presenter to evaluate their knowledge of the topic.
20	_____	F. **Conclusions/Future Directions.** Are conclusions explicit? Future directions considered?

100 _____Total Points

First Round:
Rank among all posters judged _____ (1 is top choice, 2 is second choice). Put additional comments on back.

Should this poster receive the Green Award in recognition of "Excellence in Sustainability Programing" in accordance with ANREP's NNSLE initiative? _____ Yes   _____ No

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National Network for Sustainable Living Education (NNSLE) Poster Awards for "Excellence in Sustainability Programming" Judging Criteria

Sustainability
- **Major rationale or outcome of the work**
- **Economic, Environmental, Social aspects – the triple bottom line**

Disciplinarity
- **Inter-disciplinary, Multi-disciplinary, Cross-disciplinary**

Geographic
- **Multi-county, Multi-state, National**

Presentation
- **Layout and design**
- **Clarity**
- **Creativity or Innovation**