

All abstracts for both oral presentation and posters are due by **Tuesday, August 15, 2017.**

**Guidelines for Presentations and Posters**  
**Florida Sea Grant Coastal Science Symposium**  
**September 26, 2017**  
**University of Florida Straughn Center**

**Thank you for contributing to a successful 2017 Florida Sea Grant Coastal Science Symposium with an oral presentation or poster. Here are the guidelines that we ask all presenters to follow as they prepare their materials.**

### **ABSTRACTS**

If you have been asked to give an oral or poster presentation at the Coastal Science Symposium the first step is to submit an abstract that describes the relevance, response and results of your work. These abstracts will be printed in the symposium's program guide. **Relevance** is an explanation of why the issue that you addressed is important; **response** is what you did to address the issue through research or extension; and **results** are the outcomes of the work. For researchers this is akin to a combined results and discussion section.

In the relevance section, please identify the end-users of information that you worked with on the project. In the results section we particularly want to hear about the environmental and/or economic importance of the project outcomes. What did you discover? Why is it important? How will the new information, tools or technologies be used to help the people or environments of Florida? Is the project likely to result in tangible economic benefits?

The specific guidelines for abstract formatting are provided at the end of this documents, and an example is included.

**DEADLINE:** Tuesday, August 15, 2017. Please email your abstract as a Word file to Melissa Macarages ([mmacarages@ufl.edu](mailto:mmacarages@ufl.edu)). For questions, please contact Melissa or Charles Sidman by email ([csidman@ufl.edu](mailto:csidman@ufl.edu)) or by phone (352) 392-5870.

### **ORAL PRESENTATIONS**

Oral presentations are grouped into three topical sessions: **resilient communities, fisheries, aquaculture** and **healthy coastal environments**. Each session has three speakers, followed by a 15-minute Q&A period. You have 15 minutes to give your talk. Please limit your presentation to 10 to 12 slides and divide the talk into the same three sections that you used in the abstract, i.e., relevance, response and results. A PowerPoint slide template is available at [flseagrant.ifas.ufl.edu](http://flseagrant.ifas.ufl.edu). Please feel free to substitute your academic institution logo. If you are a presenter from the UF/IFAS Extension team, the template we have provided has all the necessary logos, but you may add your county logo.

**DEADLINE:** Thursday, September 14, 2017. Please email your PowerPoint file to Melissa Macarages, [mmacarages@ufl.edu](mailto:mmacarages@ufl.edu).

### **POSTER PRESENTATIONS**

We ask that every Sea Grant Extension Agent and Specialist and every graduate student supported with scholarship funds in 2016 develop and display a poster on their outreach program or a successful project for the poster session. Invited researchers may also ask a graduate student to contribute a poster. A PowerPoint poster template is available at [flseagrant.ifas.ufl.edu](http://flseagrant.ifas.ufl.edu). Please feel free to substitute your academic institution logo. If you are a presenter from the UF/IFAS Extension team, the template we have provided has all the necessary logos, but you may add your county logo.

Please bring your printed-out poster with you to the symposium. We will provide backboards and push pins for the display, so there is no need for lamination or mounting. If you do not have funds to print your poster, please email a PDF of the poster file to Melissa Macarages ([mmacarages@ufl.edu](mailto:mmacarages@ufl.edu)) by **Thursday, September 14, 2017**, and we will print.

All abstracts for both oral presentation and posters are due by **Tuesday, August 15, 2017.**

## **ABSTRACT GUIDELINES**

Abstracts should be formatted according to these guidelines. Please use 1-inch margins and 12 point Times New Roman font, single spaced. Use all bold letters for the title and only capitalize the first word and any proper nouns in the title. Give your name and affiliation in italics. Skip one line after your name and affiliation and then begin your abstract – **with no more than 300 words total.** Left justify the entire document. Note that the example below provides information about what to include in each required section. Please focus on the big picture with special attention to practical applications and impacts to project stakeholders and end-users. Do not get into nuances of methods and data analysis – neither in the abstract nor in the presentation itself. The audience will be mixed, with a majority of people who have no expertise in your particular area of research or extension.

### **Example**

**Review of 30 years of watershed phosphorus management and options to improve the trophic state of Lake Okeechobee, Florida, USA.** *Karl E. Havens, Florida Sea Grant, University of Florida and K. Ramesh Reddy, Soil and Water Science Department, University of Florida / IFAS*

**Relevance:** This section of the abstract informs the reader about the issue and why it justified conducting the research or extension project. For example, under this title you might say that there are great challenges and opportunities associated with rehabilitation of large shallow lakes, that control of external nutrient inputs often do not have expected results, and that research is needed to help managers identify the best remedy using in-lake and watershed measures to address symptoms of eutrophication.

**Response:** This section explains what you did to address the issue, either in a research or extension project. For example, under this title you might explain that we developed a mass-balance model for phosphorus in both the watershed and lake itself, and using estimates of what percentage of phosphorus is labile (readily leached from soils and sediments), we estimated how long it would take for the lake to recover to pre-impact conditions after application of different watershed and in-lake phosphorus control measures.

**Results:** This section presents the major results of the project and explains why they are of importance in regard to addressing the issue. For example, under this title you would say that the results indicate if all agricultural sources of phosphorus were reduced to zero, it still would take 20 to 60 years for phosphorus inputs to decline to pre-impact levels, and that in-lake phosphorus supplies would add another two or three decades to the recovery time. The bottom line is that the lake is not likely to recover soon under any management scenario.

**Contact:** Karl E. Havens, [khavens@ufl.edu](mailto:khavens@ufl.edu); Ramesh Reddy, [krr@ufl.edu](mailto:krr@ufl.edu)

We look forward to seeing you at the symposium.



Karl Havens, Director  
Florida Sea Grant College Program