



## INSTRUCTIONS FOR PRESENTERS

### **Poster Presentation Guidelines**

You are asked to follow these guidelines when preparing your poster presentation:

#### **Time of Presentation and Poster Number**

Your poster is required to be on the poster board for the duration of its assigned day. All posters will be allocated to a poster session and a board number. You can locate your poster session on the website under '[Poster Programme](#)'. The presentation times are found in the table below. You are required to be at your poster for the duration of the poster presenting timeslot(s) in order to facilitate discussion with congress attendees.

#### **Removal of Posters**

Posters can only be removed at the end of each presenting day.

If it is not removed 15 mins after the final session ends it will be removed and recycled. The congress organiser is not responsible for any posters left behind.

## 63<sup>rd</sup> ICoMST POSTER SESSION TIMETABLE

Presenters to be at their poster during their *allocated poster viewing sessions below*

	Monday August 14 <sup>th</sup> , 2017	Tuesday August 15 <sup>th</sup> , 2017	Thursday August 17 <sup>th</sup> , 2017	Friday August 18 <sup>th</sup> , 2017
Posters to be on boards	8.30am-5.00pm (Sessions 1-4)	8.30am-5.00pm (Sessions 5-7)	8.30am-5.00pm (Sessions 9-13)	8.30am-1.30pm (Session 13)
<b>9.00-10.15am</b>	Session 1: Meat Sustainability and the Role of Meat Science in a Challenging Global Environment	Session 5: Future Challenges in Meat Processing – an Asian Perspective	Session 9: Emerging Technologies in Meat Processing	Session 13: Meat and Health - Sustaining Healthy Protein Sources
<b>10.15-11.00am</b>	Break & Poster Viewing (Sessions 1-2)	Break & Poster Viewing (Sessions 5-6)	Break & Poster Viewing (Sessions 9-10)	10.30-11.00am Break & Poster Viewing (Session 13)
<b>11.00-12.15pm</b>	Session 2: Genomics and Genetics	Session 6: International Best Practice in Animal Welfare	Session 10: Consumer Aspects - Marketing & Perspectives	
<b>12.15-1.15pm</b>	Lunch	Lunch	Lunch	Closing Session
<b>1.15-1.45pm</b>	Poster Viewing (Sessions 1-4)	Poster Viewing (Sessions 5-7)	Poster Viewing (Sessions 9-12)	1.30-2.30pm Light Lunch
<b>1.45-3.00pm</b>	Session 3: The Science of Meat Quality	Session 7: Scientific Advances Underpinning Meat Safety	Session 11: Meat Biochemistry	
<b>3.00-3.45pm</b>	Break & Poster Viewing (Sessions 3-4 )	Break & Poster Viewing (Session 7)	Break & Poster Viewing (Sessions 11-13)	
<b>3.45-5.00pm</b>	Session 4: Meat Science and Impact	Session 8: Hot Topics	Session 12: Advancements in Meat Packaging	

## Dimensions and layout

- ALL posters are required to be printed on one **A0 size** page in **PORTRAIT ORIENTATION**. Failure to follow this requirement will mean that the poster will **NOT FIT** on the allotted board.
- Divide the poster into sections e.g. title of poster, authors and affiliations, keywords, abstract (optional), introduction, methods, results, conclusions and acknowledgements.

## Design and Content

- ICoMST 2017 encourage the use of recyclable/biodegradable paper for poster generation. Posters must be printed on paper. Please do not print on fabric as they will not adhere to the boards.
- Posters should include the following sections:
  - Title of poster, authors and affiliations
  - Introduction: Introduce the topic while clearly outlining the key objectives
  - Materials and Methods: explain the experiment and data analysis. Graphics, diagrams and images may be used.
  - Results/Discussion: Display the results and discuss the importance of the work relative to the area of research. Use figures and tables where required
  - Conclusions /Summary: Provide a concise message for the reader on the main findings and the implications of this work
  - Acknowledgments
- The sections of the poster should proceed logically and should be indicated clearly with a heading. Flow charts, graphs and tables should be titled with axes named and units of measure specified.
- All abbreviations should be explained
- The title of the poster should be located at the top of the poster with authors and affiliations (same as short paper) included below the title. Lettering for the title section should be no less than font size 82 (2.5 cm high). Posters should be concise and text of sufficient font size (font size 32) so that it can be read from a distance of approximately 2-3 m.
- Although your poster can expand on the information provided in your short paper, try to avoid overload – too much information or a cluttered appearance detracts from the overall impact. Less is more! The simple use of colour can enhance a poster, but avoid the temptation towards using too many colours that distract from the content.
- Consider the use of suitable photographs, images, tables, charts and graphs. Keep logos discrete and to a minimum.
- The poster background should be plain to ensure legibility
- Before sending to print do not forget to proof read the poster yourself, and ask someone else to do the same, checking also for clarity.
- ICoMST 2017 volunteers will be present in the Poster Hall to assist you

## Award Contenders

- Any oral or poster presentation submitted for consideration of awards must include the statement:
  - *IMS Prize Contender*
  - And/or
  - *ABP Group Student Award Contender*
- It is advisable to place this on the bottom left corner for posters or the first slide for oral presentations

# Oral Presentation Guidelines

## Session Format and Time Keeping

- Paper sessions are 75 minutes long, and generally have 4 papers per session.
  - Keynote presentations will be 30 minutes per paper, inclusive of 5 minutes Q&A at the end of the session.
  - Short orals will be 15 min inclusive of 3 minutes Q & A.
  - Presenters for sessions specifically entitled ‘Invited Meat Science Papers’ (non-keynote speakers) will be 15 min inclusive of 3 minutes Q & A.
  - Flash Orals’ will be 10 min inclusive of 2 minutes Q & A. Keep this brief. At a maximum, it is recommended to have no more than 1 slide per minute (8 slides in total).
  - Presenters are advised to contact the organisers if you are unsure of your allotted time at [icomst2017@conferencepartners.ie](mailto:icomst2017@conferencepartners.ie);
- The session chairperson will guide you and ensure good timekeeping.
- Please ensure that you are punctual for your presentation time slot. The Congress programme is extensive, so keeping to schedule is essential. There will be technicians and volunteers on site at all times to assist with any technical difficulties or to help as necessary.

## Congress Programme

The Congress programme is available on the website, to view the programme please [click here](#). Please check the programme to make sure that you know where and when you are scheduled to present.

If you have any queries/conflicts in relation to the programme please contact [ICOMST2017@conferencepartners.ie](mailto:ICOMST2017@conferencepartners.ie)

## Presentation Format

Your presentation should be **16:9 ratio format**.

- Your presentation should be created using Microsoft PowerPoint presentation file with extensions **ppt** or **pptx**. Please note that the computers in the congress venue have Windows operating system and PowerPoint Viewer software installed.
- **Personal laptops cannot be used.**
- If your PowerPoint presentation contains a video or movie, please make sure that you use a standard video codes, that could be played back with Windows Media Player. Please inform the technician in your room in advance.
- Please upload your PowerPoint presentation to your USB memory stick. Ensure the USB is free from viruses.

We kindly suggest you to send a copy of your PowerPoint presentation to your own e-mail address to avoid the probable problems.

### **Collection of Presentations**

We must collect all presentations in advance of your presentation.

Please bring your presentation on a USB to the presentation room (Estuary Suite). Your presentation can be uploaded up to two hours before your scheduled session. **It will not be possible to upload your file when the session is already running.**

It is advised to upload your presentation the day before your session or you can send it to the conference organisers at [icomst2017@conferencepartners.ie](mailto:icomst2017@conferencepartners.ie) so that it is uploaded in advance of your session.

You cannot present directly from a USB or your own laptop in the session room. You must go to present your poster to a technician well in advance of your presentation.

Technicians will be present in the room to help you at any time.

### **Distribution of Short Papers**

Short papers will be made available in the congress book of proceedings in print and on USB.

### **General Information**

A general information email for all delegates will be issued one week prior to the Congress. It

will contain practical travel information and tips to help you to make the most out of your visit to Cork. If you have any queries please contact [ICOMST2017@conferencepartners.ie](mailto:ICOMST2017@conferencepartners.ie)