**Abstract & Presentation Guidelines**

**ABSTRACT GUIDELINES**

Abstracts for both spoken papers (longer 13-minute presentations, and shorter 5-minute speed talks) and posters must be submitted with registration payment by 22 May 2015. Registration will open early April but abstracts may be submitted for review now.

The preferred method of abstract submission is via e-mail as a Microsoft Word file to AMS2015.conference@utas.edu.au.

Please clearly indicate in the title of the email and on the registration web site whether you would like to present a spoken paper, a speed talk or a poster presentation.

To aid in file management please start all file names with the presentation type (presentation, speed talk or poster), the primary author's last name and initials followed by AMS2015, e.g. presentation\_doejAMS2015.doc, speedtalk\_doejAMS2015.doc or poster\_smithpAMS2015.doc.

Abstracts will not be finally accepted and included in the conference until registration fees are received.

Abstracts must be written in Arial and set out according to the following guidelines:

* Title (12 point), CAPITAL letters and centred.
* Authors (12 point), please indicate presenter in bold e.g. **Smith1, Peter** and Doe2, John.
* Addresses (10 point), if more than one address please use Arabic numerals as identifiers e.g. 1School of Biological, Earth and Environmental Sciences, University of New South Wales, New South Wales 2052, Australia. Please include the email address of the presenter and Twitter handle if you have one.
* Text (12 point), body of text should address the following: context for the research, research aims, brief statement of materials and methods, results, and conclusions and significance.
* Indent all paragraphs.
* Abstracts are to be a maximum of 200 words\*.
* Do not include references.

\*If you are nominating for an award please also complete the separate relevant form(s).

**PRESENTER GUIDELINES**

**Spoken papers**

Only one spoken paper may be presented by each person (including keynote speakers). Standard talks will be of 13 minutes duration (10 min talk, 2 min questions, 1 min changeover). Speed talks of 5 minutes duration (4 min talk, 1 min changeover) and will be in groups of three at the end of each session.

Audio-visual facilities will include projection for PowerPoint presentations (Windows preferred, Mac available). If other facilities are required (e.g. slide or overhead projector) please contact the organising committee well in advance (at least 4 weeks prior to conference).

**Posters**

The space allotted for each poster is 120cm high by 90cm wide.

**Enquiries:** please contact us by email AMS2015.conference@utas.edu.au