

GUIDELINES FOR ABSTRACTS AND PRESENTATIONS

for farmers

ABSTRACT SUBMISSION FOR PAPERS AND POSTERS FOR FARMERS:

All congress oral and poster abstracts must be 400 words or fewer (excluding headings, references and keywords). Farmers who are chosen to make oral presentations will be notified to submit an extended abstract of 1 500 words.

The **ABSTRACT** sections listed below should be adhered to:

TITLE

Contact author's name

- Contact author's affiliation and full mailing address in 10-point Arial, centred, italicised
- Contact author's e-mail address: 10-point Arial, centred, italicised

Introduction

- Description of your farm (who, where, etc), environment and context (soils, climate, e.g. semi-arid, tropical, temperate, rainfall, temperature) and scale (e.g. size, commercial, smallholder, etc.).

Description of conservation agriculture system and practices

- History and evolution, major goals, achievements and milestones, challenges, solutions, best practices, vision for the future, etc.
- Description of your value chains, commodities, enterprises, etc.

Impact, success and progress

- Show and describe some important/interesting data and results, including production (e.g. yields, efficiencies, etc.), environmental (e.g. soil health, biodiversity, etc.) and finances (e.g. profitability), qualitative and/or quantitative.
- Emphasise progress, impact and sustainability - production, environmental and production/ financial, efficiency, etc.

Conclusion

- Share your vision, goals and/or ideal best practices for the future.
- Take-home message.

References

- References (if used) should be listed in chronological order.
- Use the Harvard style - keep to as few as possible.

Keywords

- Use a maximum of six keywords, in alphabetical order, separated with commas.

ORAL PRESENTATIONS

- MS PowerPoint is to be used exclusively. Avoid videos within the presentation. Employer and sponsor logos are to be as small as possible and should preferably be shown only on the first slide.
- Presentations will be 15 minutes with 5 minutes for discussion. The session chair will manage presentation time strictly.
- Presentations must be submitted via the website before the congress starts.

POSTER PRESENTATIONS

- The size and orientation of posters should be A0 portrait (841 mm x 1189 mm).
- Posters are not intended as commercial sites and thus must be of a scientific nature.
- The use of commercial logos should be kept to a minimum.
- Copies of the poster (A4 format) are allowed as handouts, but the distribution of commercial promotional material is discouraged.
- Material to affix posters to display boards will be provided during registration.
- Use 96-point Arial bold for the title of the poster. Use capital letters for the title.
- Use 72-point Arial for information about authors and affiliations.
- List the authors on a separate line from the title with their affiliations in a line below that.
- Underline the name of the person who will be presenting the poster.
- Centre the title, authors and affiliations.
- Use 30-36-point Arial bold capitals for section headings.
- Use 24-30-point Arial for regular text.
- Review the readability of your poster by using a viewing distance of approximately 1.8m.
- Avoid squeezing too much text and information onto your poster. The poster should contain headings similar to those used in the abstract: *Introduction; Description of conservation agriculture system and practices; Impact, success and progress; Conclusion; Keywords.*