



**THE WILDLIFE SOCIETY**  
*Leaders in Wildlife Science, Management and Conservation*

## **Presentation Guidelines**

### **BCTWS 2<sup>nd</sup> Annual Conference and Workshop:**

March 3-5, 2022 Prince George BC (venue TBD)

#### **Oral presenters**

*Equipment* – The computer that will be used for presentations is a Window's-based PC running Microsoft Office 2010 or above. Your presentation must be created in or converted to Microsoft PowerPoint (.ppt or .pptx) or Adobe PDF (.pdf) format. Presentations created in PowerPoint on Macintosh computers should be previewed on a PC to ensure compatibility. A handheld slide advancer with laser pointer will be available.

*Length & Format* – Contributed oral presentations will be allotted 15 minutes for the talk and 5 minutes for questions. Presentations that go longer than the allotted presentation time will be allowed to continue, with a corresponding reduction in time allowed for questions, for a maximum of 20 minutes for contributed talks. Rapid presentations will be allotted 5 minutes for the talk and no time for questions.

Presenters must load their presentation on the provided computer at least 15 minutes before the start time of the session in which they present. Please bring your presentation on a USB flash drive to the presentation room in between sessions. We encourage presenters to load their presentations early and preview slides during session breaks to ensure they are satisfied with display quality.

### **Presentation suggestions:**

1. To keep file sizes small in PowerPoint, add pictures by clicking *Insert>Picture>From File* rather than copying and pasting images into your presentation. Please resize files and compress images.
2. Do not put important information in the bottom 1/3 of the slide. It may be difficult to see from the back of the room.
3. We recommend using only 2 font sizes on slides. 36-48 or larger for titles, and 24-30 or larger for text. Font size should be large enough to be visible for approximately 40 feet.
4. Session Chairs or timers will provide silent time cues, typically at 5, 3, and 1 minutes before your time has expired.

### **Poster presenters**

*Poster Session* –Posters will be displayed on poster boards or on the wall. Binder clips and tape will be provided to attach posters to poster boards or the wall, respectively. At least one author should be present at the poster during the entire poster session.

*Poster Size* – Maximum poster size is 36 x 48 inches (91x122 cm). Posters can be created in either landscape (48" wide x 36" high) or portrait (36" wide x 48" high) orientation.

### **Poster suggestions:**

1. The purpose of the poster is to convey highlights of your study in manner that can be easily read and understood in less than 5 minutes. Keep text brief – efficient use of limited words and images is necessary. Consider using bulleted phrases rather than complete sentences, where appropriate.
2. Suggested font type and size
  - Sans serif typeface, such as Arial, is best for good visibility at a distance; keep font type consistent throughout. Simple typefaces are preferable to fancy fonts. Bold type may be effective on headings.
  - Title – 72 point or larger; keep it short and limited to one line.
  - Authors' names and affiliations – 48 point; limited to two lines.
  - Section headings – 36 point.
  - Text – 28 point.
  - Graphs and tables – all numbers and labels 28 point or larger.
  - Graph bars and symbols – use colors; avoid cross hatching.
  - Acknowledgments – 20 to 24 point

# Example abstract for 2<sup>nd</sup> Annual BCTW Conference

Rapid-fire talk

## **Fisher Habitat Conservation – British Columbia’s Provincial Extension Program**

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Forest management has the single biggest anthropogenic effect on the sustainability of fisher habitat in British Columbia. Many opportunities exist during all phases of forest management to incorporate decisions that may positively affect the supply of habitat for fishers. Initiated in 2009, the British Columbia Fisher Habitat Extension Program provides tools and training on the application of best management practices to a variety of forestry practitioners who make decisions that affect the supply of fisher habitat throughout the province. To build capacity and facilitate implementation of a 25-years of BC research, the Fisher Habitat Extension Program provides training in the application of the tools through workshops with forestry practitioners, indigenous groups, and trappers. A user-friendly website was developed to provide a portal allowing for efficient access to information and ease of updates. To assess the efficacy and cost of implementation of identified tools to forest licensees, field trials are underway to determine the feasibility of, and identify obstacles to achieving desired habitat conditions and targets.

Keywords: fisher, *Pekania pennanti*, extension, website, best management practices, British Columbia

Words = 165