2022 National Aquaculture Extension Conference (NAEC)

Call for Papers

Dear Aquaculture Extension Colleagues;

As you may recall, the Covid-19 pandemic caused us to move the 2021 NAEC event into a virtual, abbreviated format, and - at this point - we are planning to reconvene in person, at the Holiday Inn By the Bay in Portland Maine, from June 13-17, 2022. We are happy to open the **Call for Papers** for 2022, and hope that you will participate, with an oral or poster presentation. Details for submissions are below:

Presentations:

Let us know your preference: oral or poster presentation. Plan for oral presentations of 15 minutes total; inclusive of time for questions and discussion.

**Please use our Guidelines for Authors**, appended to this announcement.

Priority areas for presentations at the event include:

- Bringing together Land Grant and Sea Grant extension - Keeping up with digital resources: lists, web resources, and social media, etc.

- Aquaculture Literacy, including Social License

- Mentoring Aquaculture Extension and Outreach personnel

- Best practices during a pandemic: How to work remotely, effectively, and conducting better virtual presentations

- Academic advancement for aquaculture education, Extension and outreach personnel

- HUB reports and National collaborative projects: such as the Great and Recirculation Aquaculture Salmon Collaborative

Deadline for abstract submission is **April 10th**, **2022** **at 5pm EST**. Please submit abstracts to:

Dana Morse, Maine Sea Grant: [dana.morse@maine.edu](mailto:dana.morse@maine.edu)

Funding and support from:

USDA - Regional Aquaculture Centers

USDA - National Institute of Food and Agriculture (NIFA)

NOAA - National Sea Grant College Program  
Maine Sea Grant

Kentucky State University

University of Maine Cooperative Extension

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# National Aquaculture Education Conference 2022

# GUIDELINES FOR PRESENTERS

## GUIDELINES FOR ABSTRACT SUBMISSIONS:

1. **Title of Paper.**

The abstract is printed in CAPITAL LETTERS with the exception of scientific names, which would be in Upper/lower case and *italicized*. Scientific names should not be preceded or followed by commas or parenthesis or other markings.

2. **Authors.**

The first name should be the presenting author. Use \* after the presenting author. Type in upper/lower case.

3. **Address and email**.

Type only the **presenting author's** institution, address and email.

4. **Maximum Length.**

One page.

5. **Page Size.**

Standard, 8.5" x 11" paper (portrait)

6. **Margins.**

One-inch margin throughout.

7. **Spacing**

Single spaced.

8. **Paragraphs**

Paragraphs should be separated by a blank line and should not be indented.

9. **Fonts.**

Character fonts should be 12-point type.

10. **Figures and Tables.**

Figures and tables are highly recommended. They should be reduced to the appropriate size for a one-page abstract and should be clearly legible at the reduced size. They reduced figures and tables should be included in the abstract.

## GUIDELINES FOR ORAL PRESENTATIONS - POWERPOINT PRESENTATIONS

**KEY POINTS:**

1) Save your file to USB.

2) Name your file correctly: Author LAST NAME (capitals) \_ topic

Like this: THOMAS\_catfish

3) Do not have any other files on the USB, or be sure that it's identifiable

4) Turn it in EARLY with session organizers

5) Pick it up after your talk

- We recommend that you open the file to make sure it is saved correctly.

- We also recommend that you save a BACKUP COPY of your presentation on a separate device.

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**LENGTH OF PRESENTATION:**

A total of 15 minutes has been allocated for oral presentations. It is recommended that the presentation be no longer than 12 minutes, allowing 3 minutes for questions and discussion.

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## GUIDELINES FOR POSTER PRESENTATIONS

* **LANGUAGE**

All abstracts must be presented in English – the official language of this conference.

* **POSTER SIZE**

4 feet x 4 feet – (square format)

The poster must fit WITHIN these measurements.

**COMPONENTS OF THE POSTER:**

Posters should include a title, names of authors and their addresses, abstract, introduction materials and methods, results, discussion (or a combined results and discussion), conclusion, acknowledgments (if any), references, tables, and figures.

**Title:** The title should accurately reflect the contents of the poster. Brief, concise titles are encouraged. Below the title should include the name(s) of the author(s) and their address(es). The name of the presenter should be placed first.

**Abstract:** The abstract should be a concise highlight of the results and conclusions. Methodology should not be abstracted unless it is necessary to explain the results or unless the paper describes a new technique. Abstracts should be brief and easy to read.

**Introduction:** The introduction should explain why the research was conducted and why it is important. The introduction should contain a statement that describes the purpose or objective of the research. The introduction should condense the relevant information in the field that led the author to do the research. The introduction is not a complete literature review, and only the most relevant references should be cited.

**Materials and Methods:** The underlying goal of this section is to briefly describe what was done so that others can repeat the experiment. Experimental designs can be explained by use of figures if they will help clarify what was done. If the experiment was a complicated one with many sub-parts, subsections may be used to describe each sub-part.

**Results:** This section describes the data. Proper use of tables and figures can enchance and help explain the results. Statistical analysis of data is necessary, unless differences are so obvious that statistical analysis is superfluous. Although probability values of 0.05 and 0.01 are traditionally used, each author is free to choose his own level of signficance.

**Measurements:** Use metric units of measurement. (When needed, English equivalents may be given in parentheses.) When using monetary symbols, please make sure the country of the currency is clear.

**Discussion:** This section should interpret the results and compare the results from this experiment to those found in similar research. The section can also be used to speculate about the results, to provide reasons for the trends, and to suggest new ideas that can advance our understanding about aquaculture.

**Conclusion:** This section should be used to briefly offer a synopsis of the conclusions of the research data. Concisely state the main conclusion. Leave the reader no doubts about the take-home message.

**Acknowledgments:** This section should be used to thank organizations which supported the research monetarily and individuals who assisted in the research or preparation of the paper (optional).

**References:** Select references with great care. Unless the paper is a review, there is no need to reference every paper written about a subject. Use only the most important ones (optional).

**GUIDELINES FOR PREPARING A BETTER POSTER:**

* Careful design is needed. The poster is a visual display. Begin by preparing a scale model layout as an outline for the poster. This allows you to determine the number and size of figures, tables, heading, and length of text before making any final product.
* The organization and flow of the poster needs to be very clear. Visually subordinate those things that are less important and draw attention to those of greater importance. Make clear sequence in which the poster is to be viewed.
* Keep explanatory text close to the figure it is explaining.
* Group related information together, and make the groupings clear. A visually clear presentation will have some amount of blank space. If elements are crammed too tightly, the poster will appear chaotic and hard to follow.
* Show as well as tell the story. Tables and figures should be a main component of a successful poster. A 1:1 ratio of text and graphics appears to be an acceptable value for presenting an effective, visually appealing poster. Do not use extensive text.
* Make the poster accessible to browsers. Use a simple font, such as Helvetica. The title should be legible from a short distance. It should be assertive, clear, and catch the eye of the viewer. A mix of capital and lower case letters is easier to read than all capitals. You may wish to shorten names and affiliations when they are too wordy. This information may be in slightly smaller type than the title. Main headings carry the essential content and should provide a complete take-home message. Supporting text follows the main headings. Be sure your contact information is placed on your poster.
* Optional: You can attach an envelope to the poster with your business cards or copies of the abstract that people can take away.