

**MWASPB Annual Meeting**  
**Michigan State University (MSU)**  
**March 24<sup>th</sup>/25<sup>th</sup> 2007**

**Instructions for Oral and Poster Presentations**

To encourage excellence in presentation we will award two cash prizes for talks and two prizes for posters - for best graduate and best undergraduate student presentations in each category (\$150 each prize)

**Oral Presentations:**

1: Each oral presentation will be 15 minutes in duration. Allow 12 minutes for presentation and three minutes to take and answer questions from the audience. We have a full schedule in order to allow many students present. For most students it will be their first time presenting so practice and time your presentation carefully.

2: Your presentation should be in Powerpoint format. Use a large font (preferably Comic Sans MS and no less than 20 point) and it is preferable to use a dark font against a light background (preferably black against white). In general, one should have between 12 and 20 slides for a 12 minute presentation.

3: The seminar room (BPS) has a PC platform so if you prepare your talk on a Macintosh make sure that it will work on a PC before you come to the meeting - especially if you are using an animation in your talk. If is essential that you use a Mac please contact Susanne Hoffmann-Benning (hoffma16@msu.edu) immediately.

4: Bring your presentation on a USB jumpdrive or on a CD to the meeting. Come to the seminar room (BPS) in the half hour preceding your session so that your talk can be loaded onto the PC.

**Poster Presentations:**

1: Your poster should be no more than 48 by 48 inches in size. Posters will be mounted on poster boards in the Atrium in the BPS building. Velcro/Pins will be provided to mount your poster.

2: You may put up your poster after registering before the beginning of the meeting or during one of the breaks. The main poster session will take place Saturday evening. Be sure to stand by your poster at the designated times.