



Rufford Turkey2020 Conference  
4th – 5th May 2020  
Beypazari, Ankara  
Turkey

## Abstract and Poster Guidelines

## Rufford Turkey2020 Conference

Organizing committee welcomes you to the **Rufford Turkey2020 Conference** and looking forward to your abstract submission.

The scientific program of the Conference consists of both, oral and poster presentations. We accept abstract for **long talks** (presented by the first author; maximum of 20 minutes, followed by 5 minutes for questions) and **short talks** (presented by the first authors or co-authors; maximum of 5 minutes, followed by 2 minutes for questions) as well as for **posters**.

Please NOTE that number of participants is limited.

Abstract should be submitted to email: [rufford.conference@gmail.com](mailto:rufford.conference@gmail.com).

**Deadline for abstract submission is 30<sup>th</sup> November 2019 (23:59 CET).**

**Each abstract will be revised and decision on abstracts acceptance will be made by 30<sup>th</sup> December 2019 (23:59 CET)**

**Final corrected abstracts, together with Registration form and Collaboration agreement needs to be send by 30<sup>th</sup> January 2020 (23:59 CET)**

All accepted abstracts will be published as conference Proceedings.

### ABSTRACT SUBMISSION GUIDELINES:

- abstract must be between 250 and 400 words,
- all abstracts must be submitted in English, as a \*.doc or \*.docx file (PDF is not acceptable),
- use Times New Roman 11, **justify alignment** for text and **central alignment** for title, authors, affiliation, and **left alignment** for Key words,
- title should be typed in **BOLD CAPITAL LETTERS**, no more than 20 words,
- authors format: full surname followed by the initials of the first name. All authors separated by commas (example: **Smith J.**, Johnson W., McGregor I.),
- presenting author's name (the applicant) should be **underlined and bold**,
- the affiliations of all authors should be included in the abstract, using consecutive numbers in superscript. The format of the affiliation should be: Institution, Department, City, Country,
- presenting author must also be the corresponding author. So provide an email address in the line following affiliations (example: [smithjh@email.com](mailto:smithjh@email.com)),
- please use the following page settings: A4, all margins 2 cm
- please use the following paragraph settings: 1.5 lines, no indentation, 0 before and 0 after spacing
- authors are allowed to submit more than one abstract as long they label them properly e.g. Smith\_oral or Smith\_poster

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### POSTER INSTRUCTIONS:

Each poster will have assigned ID code. Poster presenters are required to put up their posters at the designated place (clearly marked by ID code). Push pins will be provided on site. Presenters will be required to stand by their poster, and be available for questions and discussion with conference participants during their assigned poster session.

Please refer to the **program** to determine when poster should be displayed and removed. Any posters not retrieved by this time will be stored at the registration desk until the close of the conference.

The size of the poster should not exceed A0 (1189 mm in height x 841 mm in width).

The title should be easily readable at a distance of 2-3 meters.

The text, illustrations, etc. should be readable from a distance of 1,5 meters.

All posters should contain authors and affiliation information.

All authors are kindly advised to use simple fonts like Arial, Verdana, Calibri, Tahoma...

In addition, delegates are invited to send their poster to the Conference mail ([rufford.conference@gmail.com](mailto:rufford.conference@gmail.com)) as a PDF.

Rufford Small Grant Logo and Conference logo for posters are available at conference website.

NOTE: There is no opportunity to print the posters *in situ*. Poster printing costs are not refundable.

**Rufford Turkey2020 Conference Team**