CSDMS 2021 Annual Meeting Poster Presentation Guidelines

The following guidelines are provided to assist poster presenters. Additional questions or concerns can be directed to csdms@colorado.edu.

Poster Preview Presentation in Domain Group Meetings

All posters will be presented virtually (via Zoom) during the afternoon working and focus research group meetings, from 1:30PM to 3:00PM MT, May 18th – 20th. You will have 3 minutes to conduct your poster preview and an additional minute or so for a very brief Q&A. Your designated group and time slot for your presentation will be emailed to you in mid-April. We anticipate that the first half of the group meeting time slot will be devoted to poster previews and the second half to group discussions. All meetings will be hosted by a group chair and presenters will be introduced by a moderator.

Posters should be uploaded to your CSDMS registration page by Friday, May 14th, to allow time for previewing by meeting participants.

Although we strongly encourage live poster preview presentations, we understand that may be difficult for some individuals due to technical limitations, time-zone challenges or other issues. Please contact us at csdms@colorado.edu to discuss options for prerecording your presentation.

Open Poster Sessions

An essential benefit of any meeting is the ability to network with other attendees and talk in-depth with speakers and poster presenters. Although the meeting this year is virtual, the open poster sessions provide an opportunity to meet up and talk in-depth and to make those professional connections.

In order to facilitate additional discussions, an open poster session will be held each day of the main meeting, May 18th – 20th from 3:30PM to 5:30PM MT and on Friday, May 21st from 9:00AM to 1:00PM MT. Presenters that previewed a poster that day will be invited to attend the open poster session immediately after their designated group meeting. Each presenter will have their own breakout room and will be able to share their poster (via share screen function) with viewers that may enter your room. You are welcome to use additional materials to explain your research during the open poster sessions. The Friday poster session will be used for extended discussions and overflow in the event that we don't have adequate breakout room space earlier in the week.

General Guidelines

Poster previews should be 1 page only and can be presented as a PDF, Presenter or Power Point slide, or other application. Please keep in mind that the viewer may not be able to see the same level of detail/complexity as in live poster presentations – keep your poster visuals large and reduce complexity.

A CSDMS representative will be available the week of May 10th to conduct test runs to trouble-shoot any audio/visual problems prior to your presentation. If you are unsure of your connection or need assistance with presenting in Zoom, please contact csdms@colorado.edu by May 10th to schedule a test.

Several additional tips:
- An external webcam may provide the best video for your presentation.
- Be aware of your background (visible in Zoom) and warn other people around you that you are participating in a video meeting.
- A headset or earbuds with a microphone may provide the best sound quality for everyone in your breakout session.
- To avoid feedback, do not have multiple zoom meetings open at the same time.
- Mute your audio when not speaking so that background noises do not impact other participants.

Permissions

By participating as a presenter or audience member in this virtual meeting, you agree to be recorded. If you do not wish to be recorded, please let us know at csdms@colorado.edu and we can accommodate your preference.

Your participation in the CSDMS 2021 Annual Meeting virtual poster sessions indicates consent to the following terms:

CSDMS Annual Meeting organizers may record the presentations by video and audio. Recordings may be made available to meeting attendees, to CSDMS community members and will be made public by posting on the CSDMS YouTube Channel. CSDMS will only record poster preview presentations. Discussions during the open poster sessions are not recorded.

Presenters must have rights to the content in their presentation and thus give CSDMS copyright permission to promote the materials and/or recording to the CSDMS website and to CSDMS accounts on third-party websites (including but not limited to Twitter and YouTube). Presenters retain all ownership rights, including copyright, patents, trademarks, and other intellectual property of content uploaded to these sites.

Help with Zoom

If you are unfamiliar with Zoom, the following resources may be of assistance:

- [Zoom video tutorials](#)
- If your organization does not subscribe to Zoom, [you can download Zoom here](#).