



Poster guidelines for the Agricultural Innovation Systems in Africa (AISA) workshop

Prepared by AISA International Scientific and Organising Committee, 14 April 2013

Below you will find information and guidelines about the posters you may want to prepare and bring along with you for the AISA workshop. Note that poster authors may submit a 4-page paper after the AISA workshop to be included in the AISA e-proceedings (see details below).

Extended abstract to be submitted to AISA organisers by 3 May 2013

- Title, authors & affiliations
- 400 words max., focusing on results, key challenges, lessons & recommendations
- Indicate 5-6 key words
- Indicate whether you intend to submit a 4-pager after the workshop (see below)
- Pls submit your abstract in Word 97-2003 or Word 2007 format, Times New Roman, 12 font. File name must be of the type "poster abstract for AISA **your name**.docx"

Note: Those not submitting abstracts but still keen on bringing a poster will not be guaranteed they will have a space allocated to their poster at the AISA workshop venue. Sorry!

Type of content expected in a poster for the AISA workshop

- Title, authors and their affiliations, logos
- Brief introduction: what the poster is about, including objectives of the work (note that only posters with a clear link to the workshop topic will be accepted)
- "Materials & Methods": how, when and where the work was conducted, main partners involved (very brief - refer to document or website where more details can be found)
- Main results: max. 23 illustrations of key results from your work, through photographs, figures, tables, boxes, if & when relevant
- Key challenges met: this section is very important, as we want to avoid the fairly typical "success story /advertisement" bias
- Key lessons & recommendations for research / policy / practice: formulate as generically and as clearly as possible, so that they may have wide relevance for supporting multi-stakeholder innovation processes and systems
- Selected references (3-5 max)
- Website and/or contact details

Type of content expected in the 4-pager text to accompany the poster

- Same sections as for poster, but add a 250-word abstract, a short discussion (1/2 page), some conclusions (1/3 page) and possibly more references (8–10)
- To be prepared by those wanting their paper to appear in the AISA e-proceedings
- Deadline for submitting 4-pagers: 12 July 2013

Suggested reading & detailed guidelines

- see “Designing scientific posters – Tropentag guidelines” (posted on our website)
- see also: <http://colinpurrington.com/tips/academic/posterdesign>
- Many more resources on the web, including poster templates for use with MS powerpoint © !

A few do's and don'ts

First of all: see the reading and guidelines indicated above: they are full of wisdom.

- Some “Do's”

Follow the proposed structure and focus, no full sentences but rather a few key words and phrases as bulleted points, use large fonts readable from a distance, make your poster attractive and well-illustrated

- Some “Don'ts”

Not focused on the AISA theme, expressed in too scientific terms, too many words and full sentences, trying to say everything one has done, use of small fonts, cramped appearance, no or poor illustrations.

Dimensions

Suggestions: aim at a **standard poster size** of approximately 85 cm width x 120 cm height. If you really have a lot to say ...then opt for possibly twice that width (170 cm), i.e. 2 side-by-side standard posters. Beware however that space available for hanging posters will be limited!

Printing

This needs to be done at your own institution & before traveling to Nairobi. If this is really impossible for you, contact us ahead of time (at latest by 10 May) and we will see what can or cannot be done...

Key deadlines

- **5 May 2013:** Send extended abstract of proposed poster to bernard.triomphe@cirad.fr
- **10 May 2013:** Notification of poster acceptance:
- **12 July 2013:** send 4-pager for light editing to AISA Organising Committee
- **31 July 2013:** Feedback by AISA eproceeding editors:
- **15 August 2013:** Send final version of 4-pager for guaranteed inclusion in AISA e-proceedings.