

NWRA Student Poster Standard Abstract Submittal Guidelines



The Abstract Submission Process Consists of Completing FOUR Consecutive Steps:

Step 1. Review and Follow Abstract Preparation and Submission Instructions (Please see below).

Step 2. Please indicate your preference below if you wish to present your poster but NOT compete in the Student Poster Competition.

Please select the appropriate box(es):

STUDENT POSTER presentation – Graduate Student

STUDENT POSTER presentation – Undergraduate Student

I do not wish to be included in the Student Poster Competition, but would like to present my poster presentation

I would like information about submitting for the NWRA Technical Journal

I do not want this abstract included in a Special Edition NWRA Journal of Abstracts

Step 3. Submit your abstract and one page biography with this cover page electronically to Tina Triplett at admin@nvwra.org. You will receive an individual CONFIRMATION for each abstract submitted. All program participants must pay the conference registration fee to attend and participate in the conference.

Step 4. Print or Save Abstract Submittal Confirmation Receipt.

After you have successfully completed the first four steps, a confirmation email will be generated confirming receipt of your abstract. Please keep a copy of this form on file for your records.

There is no limit and authors may present one or more presentations.

If you do not receive a confirmation receipt, the submission did not go through. For questions or to verify the status of your abstract contact: Tina Triplett, 775-473-5473; admin@nvwra.org.

Step 1: Review & Follow Abstract Preparation and Submission Instructions

- Abstracts should **ONLY** be submitted as either a Microsoft Word or a Rich Text Format file.
- Files must be named with **primary author's Last Name, space First Name underscore NWRA StudentPosterAbstract.**
- **CORRECT:** Smith, John_NWRAStudentPosterAbstract.doc
- Abstracts must not exceed **500 words in length** (not including title and author information).
- No graphs or figures should be included in the abstract.
- Use standard paper size (8.5" X 11").
- Set margins at 1", top, bottom and sides.
- Use a sans serif font, Calibri. Set font size to 12 point.
- **TITLE: Type abstract title in upper and lower case, standard title format, Calibri, 14 point.**
- **EXAMPLE: Assessing the Climate Change and Population Growth Effects on Water Supply**
- Use appropriate formatting within titles: *italics* (for scientific names), subscript (for scientific formulas and superscript (mathematic equations), capitalize (words with 4 or more letters) etc.
- **AUTHORS:** Primary author should be listed by **First Last, Suffix**. Please see example below.
- **Department & Educational Institute:** Please list your department and educational institute that you are currently affiliated with.
- Secondary authors should be listed by **First Last, Suffix, Affiliation**
- Using Calibri 12 pt., type the body of the abstract single spaced without indents or tabs.
DOUBLE SPACE BETWEEN PARAGRAPHS.
- Apply **bolding**, *italics*, underlining, super^{scripts} and sub_{scripts} in your main text as you want it to appear in your final abstract.
- **PROOF** your abstract before you send it. Do not forget to proof all author information as well.

Abstract Formatting Instructions:

Abstract Title *Calibri font, 14 pt., centered and bolded

*Two 12 pt. spaces between Title and First Author/Presenter

Presenter/Author, Suffix *Calibri font, 12 pt., centered, bold presenter name

Department

Educational Institute

Street Address

City, State Zip Code

*No Abbreviations, two spaces between State and Zip

Email address

*Email Address NOT Hyperlinked

Phone Number

*123-456-7890

*Two 12 pt. spaces between Phone and Second Author

Second Author, Suffix, Affiliation

*Calibri font, 12 pt., centered,
bold name only of additional authors

Third Author, Suffix, Affiliation

*Two 12 pt. spaces between Last Author and Body of Abstract

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Fusce porttitor, diam sed pellentesque fringilla, diam dui vehicula nulla, elementum sagittis ligula nisl eu dui. Praesent malesuada sagittis arcu, sit amet pulvinar sem posuere ut. Quisque malesuada, sem sed fringilla scelerisque, diam purus cursus nisi, ut vulputate nisl velit eu lacus. Phasellus eleifend faucibus adipiscing. Ut ullamcorper molestie est, a imperdiet turpis laoreet sit amet. Phasellus dignissim posuere enim,

Abstract Template:

Assessing the Climate Change and Population Growth Effects on Water Supply

John Smith, MS

Hydrologic and Environmental Studies

University of Nevada, Sparks

111 North 1st Street

Sparks, Nevada 00000

smithj@fictionalemail.org

123-456-7890

Jane Doe, MS, University of Nevada, Sparks

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Fusce porttitor, diam sed pellentesque fringilla, diam dui vehicula nulla, elementum sagittis ligula nisl eu dui. Praesent malesuada sagittis arcu, sit amet pulvinar sem posuere ut. Quisque malesuada, sem sed fringilla scelerisque, diam purus cursus nisi, ut vulputate nisl velit eu lacus. Phasellus eleifend faucibus adipiscing. Ut ullamcorper molestie est, a imperdiet turpis laoreet sit amet. Phasellus dignissim posuere enim, at ultricies orci laoreet at. Maecenas commodo erat vel turpis faucibus adipiscing. Integer sit amet nunc eget justo elementum volutpat. In vel sem eu quam pulvinar placerat.

Morbi vitae orci mauris, et mollis orci. Proin tincidunt lacus eget lectus pretium blandit. Sed sed dignissim turpis. Mauris et velit neque, et sollicitudin sapien. Vivamus sodales arcu eget odio vulputate convallis. Sed vitae nisl nisl, et commodo erat. Curabitur sit amet nulla quam, a volutpat dolor. Proin ut diam massa, id lacinia tortor. Suspendisse feugiat convallis accumsan. Sed sollicitudin, orci dictum consectetur tempor, urna erat ultrices odio, vitae consequat leo arcu sit amet ligula. In ullamcorper tellus ut velit rutrum dapibus. Aenean ac lacus arcu. In ut nisl non neque molestie iaculis.

NWRA Biography Template:

Your Name

Name must be complete, along with any suffixes/degrees,
in Arial 22 pt. font, centered and bolded.

Body of Bio (400 Words Maximum) – All Arial 12 pt. font and in normal weight. Single spaced, justified and told in the third person. Bold entire name at the first mention.

Example:

Edwin James

Edwin James has a B.S. in Soil and Water Science from University of California Davis, a M.S. in Civil Engineering from University of Colorado Boulder, and a MBA from University of Phoenix.

Mr. James started his professional career working for the Denver Water Department negotiating and purchasing water rights. He then worked for the Chino Basin Municipal Water District responsible for imported water deliveries from Metropolitan Water District and managing the Chino Groundwater Basin. In 1994, Mr. James became General Manager for the Jurupa Community Service District.

Mr. James has been General Manager for the Carson Water Subconservancy District since August 1998.