**Student Presentation Guidelines**

*Student presentations will be no more than 10 minutes long, with 3 minutes for questions following the presentation. Presentations should follow these basic guidelines and utilize the provided template (your institutional logos can be added).*

1. Title slide, including affiliations
2. Specific introduction of your project/research as it relates to contextualizing, characterizing and addressing post-harvest losses in your project country/region. Include quantitative indicators and results (e.g. number of smallholder farmers growing the crops, number of consumers, rates of stunting in the focus area, etc.)
3. Succinct outline of objectives
4. Map of focus area(s) and brief outline of broad methodology
5. Key findings: Objective 1, including a summary table or figure
6. Key findings: Objective 2…
7. Pathway to impact – how findings are being integrated into engagement and piloting. Include potential number of beneficiaries at scale, as well as where in the value chain and which actors are targeted for innovation uptake.
8. Acknowledgements

Students giving oral presentation who are unable to attend the annual meeting can provide a prerecorded presentation. Instructions on how to create a narrated PowerPoint can be found at: <https://support.office.com/en-us/article/Record-a-slide-show-with-narration-and-slide-timings-0b9502c6-5f6c-40ae-b1e7-e47d8741161c#OfficeVersion=2013>, or contact Dena Bunnel (denab@ksu.edu) with questions.

***Presentation slides should be submitted to Dena Bunnel at*** ***denab@ksu.edu*** ***no later than April 21.***

**Student Poster Guidelines**

***Sizing:***

* Posters should be no larger than 48”x48”. A0 is a common size.
* Please ensure that if making your poster in PowerPoint, the file is the same size as the poster will be when printed. See the attached PowerPoint for example instructions on this process.
* Posters may be vertical or horizontal.

***Content:***

Some key items to include in your posters:

* title, authors, affiliations (including logos)
* brief abstract (a few sentences)
* background (a few bullet points, figure if necessary)
* hypothesis/key questions
* results
* conclusions
* outputs or expected outputs
* future directions
* references and acknowledgements

Please also see the presentation on making effective posters (Can be found on the [Annual Meeting webpage](http://www.k-state.edu/phl/2017annualmeeting.html) under Presentation Guidelines.) that Jagger has used in the past. It is a great reference on messaging, graphics, etc.

Students may use previously prepared posters if they are of acceptable quality.

***Students who will physically be at the meeting should bring their posters with them. Those who are not can email them to Dena Bunnel at*** ***denab@ksu.edu*** ***by April 21.***