



Pittsburgh Geological Society Student Night Abstract & Presentation Guidelines

An abstract provides specific results of a scientific investigation expressed in concise and simple language. Your abstract and main result, i.e. your major conclusion, should answer a definable and specific question. The remainder of the abstract should support the major conclusion.

Do not promote for an upcoming talk. Thus, avoid “will be’s” as in “the structure will be described.” Instead, tell us what the structure is. Provide details regarding the results, don’t tease them or promise future elaboration!

Omit expressions of gratitude or acknowledgements. Just provide concise results and the supporting evidence.

ABSTRACT SUBMISSION FORMAT:

*Modified from AAPG submission guidelines

- Word limit of 250 words, no illustrations, references, acronyms, abbreviations, or bold font.
- Authors should be listed as: Last name, First name, and initial in uppercase font, followed by affiliated university/employer in normal font; senior author first, followed by secondary authors; if presenter is not senior author, place an asterisk (*) after their name.
- Submit your abstract using 8.5" x 11" page size, 12-pt Arial font, and single-spaced lines.
- Save your PGS Student Night abstract application cover sheet and abstract as one combined document in PDF format OR submit each document as an email attachment to the address included on the application form. Include your last name and the current year in all file names.
- Have your faculty advisor or sponsor submit a letter of support as a separate email sent to the contact listed on the application form
- **Proofread all text.**

POSTER PRESENTATION:

- **Posters should be no larger than 4' x 4'**
- Authors should be listed as described above.
- **Proofread all text in your poster.**
- Each graphic in your poster should communicate your message, be as simple as possible, be read and understood from a distance of 4-6 feet, flow logically, and be in appropriate sequence. All graphics, text boxes, and figures should be aligned in ways that demonstrate neatness and organization.

- Fonts should be simple. Title fonts should be 72-pt minimum, headers should be 40-pt minimum, text should be 30-pt minimum.
- Captions and legends should be minimized.
- Illustrations should be simple, large and clearly labeled.
- Use color effectively, but don't get too busy. Confine yourself to 3-4 colors.
- Illustrations and lettering should attract viewers from 10-15 feet away and be easy to read from 4-6 feet away.

ORAL PRESENTATION:

- Authors should be listed as described above.
- **Proofread all text in your presentation.**
- Powerpoint slides should focus on use of images, photos, graphs, and data presented in an abbreviated format. Use of text in slides should be limited. Avoid typing what you plan to say. Do not read from your presentation slides!
- Graphs, charts, and other text should be legible from a distance. Avoid font sizes smaller than 28 point when possible. This is especially true for labels on images and graphs! Check all of the text on your images and graphs to make sure that the text is not too small. It is recommended you stand in the back of the room and evaluate each slide for legibility as a helper clicks through them.
- All graphics, text boxes, and figures should be aligned in ways that demonstrate neatness and organization.
- Use color effectively, but don't get too busy. Do not use elaborate design templates or distracting animations.
- Practice your presentation several times in front of real people prior to presenting at PGS. Modify your presentation if it is too long or too short.
- Total presentation length should be 12 minutes. Three additional minutes will be given for audience questions.

Please see the links provided in the PGS newsletter for further advice regarding professional presentation of scientific results.