

AETFAT 2017 ABSTRACT SUBMISSION

The call for abstracts for the 21st AETFAT Congress is now open. The Congress committee welcomes contributions for oral and poster presentations relevant to the theme: **Systematics, Biogeography and Conservation of African Plants and Fungi**. The Scientific Program will be spread over five days of various plenary, symposia and poster sessions with a mid-week visit to botanically interesting site(s) close to the congress venue. Submitters of abstracts will be notified of their acceptance on **14th October, 2016**. Details such as duration and formats of presentation will be communicated in letters of acceptance to contributors.

SUB-THEMES

The AETFAT 2017 Congress is seeking abstracts relevant to the following **13 Subthemes**

- 1. Systematics of African plants**
- 2. Biogeography of African plants**
- 3. Conservation of African plants**
- 4. African Mycology/Lichenology**
- 5. Ethno-botany & use of African plants**
- 6. Ecology, Wetlands & Grasslands**
- 7. Succulents and Arid land plants**
- 8. Afro alpine flora**
- 9. West Indian Ocean Flora**
- 10. Progress on African Floras/e-Floras**
- 11. Plant-animal interactions**
- 12. Biodiversity informatics/Databases & Barcoding**
- 13. Collaboration & Partnerships**

Abstract submission is a three step process; write your abstract; create an account within the Abstract Portal and; upload your completed abstract. Please follow the instructions carefully to ensure your submission is uploaded correctly.

STEP 1:

Write your abstract which should meet the following requirements:

- Your abstract should clearly, and where applicable, concisely outline the Background, Objectives, Methods, Results and Conclusions
- Your abstract text should be no more than 250 words.
- Abstract text must be in Arial, 10pt font, single-spaced and left aligned.
- The abstract should be submitted in ms WORD version

STEP 2

Your contact details will be required to create the account following which you can upload the abstract, review briefing notes, register for the Congress and review speaker terms and conditions at any time by logging in. Click on the “CREATENEW ACCOUNT” button; you will be automatically logged in and assigned a password for subsequent use of the portal.

STEP 3

Click on “SUBMIT NEW ABSTRACT” button; you will be required to provide the following details prior to uploading the abstract file:

- Title of Abstract.
- Presentation Type (preference only).
- Sub-Theme.
- Name and Address (es) of Co-Presenters and Co-Authors.
- Your Completed Abstract .

Successful submission will be acknowledged soon after completion of STEP 3.

Please note:

- Authors, who wish to make changes, edit or replace abstracts submitted to the portal may do so until **15th September, 2016.**

E-POSTER PREPARATION GUIDELINES

E-poster presentations are interactive visual displays of research projects. Full details and format of the e-posters are given below:

How to prepare E-Poster

You must first prepare a poster prior to uploading your E-Poster. Use the template attached.

- E-poster specifications: Language: All E-Posters should be created in English or French

- Layout: Landscape or portrait
- Size of Poster: One page (A4) maximum.
- In Pixels, the minimum recommended size is 2000 x 2000px and the maximum is 4000 x 4000px.
- In bytes, the maximum file size is 4 Megabytes (4MB)
- File Format: Save your file as PDF, PNG, GIF or JPG in order to upload the e-poster
- Pictures and graphs/tables: Pictures, graphs/tables can be included in the file

HARD POSTERS PREPARATION SUGGESTIONS

- All text material should be legible from about 4 feet away.
- Text Font should be legible and text size should not be less than 14 points
- Posters should include text and graphics and use color to add emphasis and clarity.
- Illustrations should be simple and bold, and photos should clearly show pertinent details.
- Displayed materials should be self-explanatory and should enhance the verbal presentation and discussion.
- Speak clearly and loud enough for observers to hear you.

ENQUIRIES

For any enquiries regarding abstract submission please contact the Congress Office:

Office: East African Herbarium (EA), Botany building, National Museums of Kenya, Museum Hill Road, Nairobi

Congress Secretary General: aetfat2017@museums.or.ke or aetfat2017@uonbi.ac.ke.