

Climate Impacts to Water Conference: Managing the Uncertainties of Water Supply and Quantity

PROCEEDINGS GUIDELINES

Due: December 9, 2016

A published Proceedings is an integral part of the Climate Impacts to Water Conference. For this reason, all speakers are requested to submit a proceedings paper of their talk. In order to have the proceedings published in time for the meeting, we need your paper **on or before December 9, 2016**, but no later [in order to be reviewed and published prior to the conference].

What is the purpose of the proceedings? Our objective is to provide information that can serve as a reference guide in daily practice for conference attendees. Many rely on the proceedings as their main source of information from the conference. Include in the proceeding paper what you want people to remember from your talk and what you want them to take home with them to use.

How long should my proceedings paper be? Suggested limits are 1 page of text (photos or other graphics can be included above and beyond that page).

Where will the proceedings be published? These will be online at the WSU Water Resources page <http://ext100.wsu.edu/water/climatechange/> and the WSU Livestock Nutrient Management page <https://puyallup.wsu.edu/lnm/> . Printed copies of the conference proceedings will not be distributed by the conference committee.

How do I find my original title and abstract? Your abstract and title should have been emailed back in a confirmation message after you submitted your abstract. You can also visit <http://cm.wsu.edu/climateimpactstowaterconference> and click on the “modify” button in the upper right.

Oral presentations and poster proceedings should follow this outline:

We recommend composing your paper in a normal Word or other text document using the following outline and then copying to the submission form.

- Title of the presentation (Please remember to enter it in title case on the form.)
- Purpose (Why was this research or project started? Why is this important?)
- What did we do? (methods used or steps taken to reach this point)
- What we have learned? (including impacts/implications of the project or research)
- Future plans (What are the next steps?)
- Authors, including their titles and affiliations as well as the email address of the corresponding author
- Additional information (List citations, if any, here. Add where readers can go for more information. Include links to journal articles, websites, extension publications, other articles or videos related to the project or research or contact information for key people).
- Acknowledgements (optional) Are there any organizations or people, besides the authors, that should be acknowledged (please keep this section minimal and relevant)
- Photos, graphics or other media (optional but encouraged)

Panel or workshop proceedings should follow this outline:

We recommend composing your paper in a normal Word or other text document using the following outline and then copying to the submission form.

- Title of the workshop or panel discussion (Please enter in title case on the form)

- Why is this topic important?
- What do you expect the audience to learn or take away from this presentation?
- Name of speaker(s) and affiliation(s) – include the panel moderator if applicable. Limit a short bio of each speaker to 2 or 3 sentences.
- Next steps (optional). If you are looking to communicate with participants in the future or use the information for future efforts, mention it here.
- Additional information (optional) – background information for the audience
- Acknowledgements (optional)

Photos of the panelists (and moderator) are encouraged. After the conference, presentation slides (or posters), and recordings (if available) will be added to your online proceedings paper.

How do I write for an online audience? Online publication greatly widens the audience that will have access to the paper beyond conference attendees. Most viewers (after the conference) will likely find this paper through web searches. Some tips for optimization follow:

- The title should be descriptive and includes important terms related to your paper. The more your title sounds like a Google search your audience would do, the more likely it is that search traffic will come to your paper.
- Get to the point! The most important information should be near the top of the page and also in the first sentence of a paragraph.
- Include graphics (photo, video, illustrations, slideshow, or animation). The captions of these should be descriptive and not require additional explanation.
- Keywords. When you submit your paper, the form will ask you for key words

Important dates and publication notes:

December 9, 2015 - Proceedings paper due

December 9-22, 2015 – Proceedings reviews completed, and authors contacted

January 9, 2017– Changes requested by reviewers and/or authors complete

January 18, 2017 – Publication begins

You will be sent a link to your paper prior to publication. In order to view or edit it properly, you will need to have an eXtension ID and be a member of the LPELC in eXtension. While not required, it is recommended that you do this. To obtain an eXtension ID, ask Jill to send you an invitation. If you have an ID, but do not remember it, contact Jill at jheemstra@unl.edu .

Thank you for being part of the Climate Impacts to Water conference. We are excited at the number of high quality abstracts that have been submitted and for the opportunities to interact and learn from all of you. We look forward to your presentation!

For more information or questions on the Climate Impacts to Water Proceedings, please contact:

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