

Guidelines for Abstracts: Content and Format

**Abstracts should be submitted as soon as possible but no later than
Friday, 1 June 2018**

Full Presentations

Full presentations will be allotted 15 minutes (12 minutes presentation and 3 minutes, questions/discussion included).

Speed Presentations

Speed presentations will be allotted 5 minutes (questions included).

Abstracts need to be submitted for both full and speed presentations.

Presentation time limits will be strictly enforced during the conference.

Content Guidelines

The scientific committee will review all abstracts for final approval. However, the onus is on the presenting author to ensure that the abstract has been proofread and that the grammar and spelling are correct. Abstracts based on post-graduate study proposals, or those that reflect intended future research will not be considered for full presentations but could be considered as speed presentations. The review committee may designate a proposed full presentation as a speed talk and *vice versa*.

The committee will not review any data presented in the abstracts, but abstracts should have apparent relevance to the theme of the conference, should be based on scientific research or clear management objectives and not based on opinion. Emphasise the results of a study or the practical application of a management project or programme.

Efforts will be made to accommodate all contributions related to the main theme and sub-themes, but should a larger number of topics be received, presentations will be selected based on the relevance to proposed subthemes:

The proposed sub-themes are:

- Conservation management of small populations
- One Health and wildlife conservation
- Emerging wildlife management technologies and techniques
- People and conservation
- Sustainable resource management

Common names of organisms may be used in the abstract title and body, but species names and authorities must be provided in the body of the abstract on first usage. Ensure that all scientific names in the title and body of the abstract are italicised.

If the abstract is accepted, you will be provided with further information on operating system requirements for your presentation, instructions on getting your presentation loaded, etc. Microsoft PowerPoint is strongly preferred for oral presentations.

Please pay attention to the required abstract format to avoid delays resulting from your abstract being sent back to correct the formatting issues. Abstracts longer than 250 words will be returned to the presenter to be shortened.

Abstracts must be submitted electronically by attaching a Microsoft Word document with the abstract to an email message.

The email must include the information:

To: elma@mweb.co.za

Email subject line: Indicate the specific thematic session and specify if you are submitting a full presentation or speed presentation

Email body:

- Presenter name
- Affiliation
- Telephone
- Preferred email address
- Attached abstract following the specified guidelines

You will be notified of receipt via email.

You will receive feedback on the outcome of your submission by 30 June 2018.

If you have questions contact the SAWMA Secretariat, Elma Marais, Tel: +27 (021) 5541297; email: elma@mweb.co.za

Abstract Content and Style

Each submitted abstract must include the following and adhere to these guidelines – please also see the example below

- **Format** - Develop the abstract in Microsoft Word in a Windows format, using the Normal page margin settings (2.54 cm) and Arial, 10-point font. All spacing within the title/author area, abstract body and conference topic should be **single-spaced** and separated from each other by a single space.
- **Title** – (centred, bold) The title must be in sentence case.
- **Author(s)** – (centred, bold) List the full first name followed by initials and last names of each author. Underline the presenting author
- **Affiliation information of each author** - (centred, italics) Use numeric superscript to identify multiple authors with different affiliations (follow format below). Do not use superscripts for single authors or multiples from the same affiliation.
- **Presenter's contact information** – (centred) name, address, phone number, email.
- **Body of Abstract** – (justified) Abstracts must not exceed 250 words. Abstracts longer than 250 words will be rejected. If there is more than one paragraph, single space between paragraphs and do not indent.

Also see an example of the abstract layout on the next page.

Should you have further enquiries please contact:

Elma Marais: E-mail address: elma@mweb.co.za; Tel: 021-554129

Example of an Abstract:

How to write a paper abstract: Implications for acceptance to the SAWMA conference.

John S. Doe¹, Jane P. Doe¹ & Joe Bloggs²

¹ Animal Unit, Department of Zoology, Open University, South Africa

² Some Institute, Some province, Some country

Presenter: John Doe, Animal Unit, Department of Zoology, Open University, PO Box 0000, Suburb, 0028. +27 (0)12 555 1234/ +27 (0)71 352 3226. john.doe@ou.ac.global

Abstract preparation forms a critical part in the success of conferences and symposia. This is an extremely important issue that requires urgent attention to prevent any further loss in sanity of organisational staff. If this contentious issue is not addressed before 15 June 2017, the attendance of any delegate will be severely hampered or prohibited. Therefore, we followed the protocol for abstract presentation to the letter, with specific focus on the 250 word limit.

We found that 86% of potential attendees conformed to Abstract-Preparation-Laws (APL). This was positively correlated with Time-To-Deadline (TTD). Individuals that employed longer TTDs displayed a significantly ($p < 0.05$) greater chance of conforming to APLs. This relationship was however augmented by individual dominance. The presence of dominant individuals resulted in subordinates employing longer TTD times, which significantly ($p < <<<< 0.05$) improved the application of APLs in subordinates. Conversely, the presence of more subordinates reduced the TTDs for dominant individuals. However, this did not reduce the application of APLs for dominant individuals. Outlier analysis showed that abstracts falling beyond APLs skewed the results. Therefore these individuals were excluded from further participation in the 2017 SAWMA conference. After outlier removal, 100% of actual attendees conformed to the APLs ($R^2 = 1, p < << 0.05$). Although, the removal of outliers is an extremely laborious operation, it provides for much improved conference operation irrespective of TTDs.

Therefore, the application of outlier elimination will be crucial to the survival of organisational staff which in turn will increase the fitness of conferences and symposia.

Sub theme: Pick relevant subtheme