

**FGG Day Meeting on Forensic Geoscience, Burlington House, 3rd December
2014
Initial Notes for Presenters**

- 1) Thank you for your interest in making a presentation at the FGG 2014 Forensic Geoscience Future Horizons meeting.
- 2) For both poster and oral presentations we would welcome abstracts of up to **1,000 words** in length accompanied by suitable illustrative material (**1 to 4 images**) the whole to be no more than **3 sides of A4** in total. Please email abstracts to ruth.morgan@ucl.ac.uk by the **26th September 2014**. Please indicate which session you are submitting your abstract to
 - quality assurance in forensic geoscience;
 - geoforensic applications in serious crime and terrorism investigations;
 - techniques at crime scenes;
 - environmental crime;
 - issues of interpretation of geological forensic evidence.Although we'll do our best to present your abstract exactly as you send it to us, we may have to adjust the page layout in the final booklet PDF so we would be grateful if you could provide copies of any images as separate image files.
- 3) For **oral presentations**, the time allowed for each talk is **15 minutes** maximum plus 5 minutes afterwards for questions and, as a courtesy to the other speakers, we would be grateful if you would ensure your talk does not exceed this time limit. *(Depending on the number and type of proposals received we may be able to increase the time for talks to 20 minutes each, if so we will notify presenters in October 2014).* Microsoft PowerPoint is the preferred presentation medium for graphics, although PDF presentations can also be handled, and there is a dedicated presentation computer operated by the Geological Society projectionist which can accept digital files via CD or USB data stick. However, if you do need to run specialised software during your talk, it is usually possible to connect a laptop to the projector at the lectern – please ask and we can check.
- 4) For **poster presentations**, please prepare a **single** poster. The poster boards measure **90 cm wide by 180 cm high**. Posters can be put up from about 09:30 and we'd be grateful if you could take them down again at the end of the meeting (at about 18:00). *Unfortunately, space for posters at the Geological Society is now extremely limited and it will not be possible to present posters which exceed these dimensions or to have more than one poster per presentation.*
- 5) If you have any queries about presentations, please feel free to contact Ruth Morgan at the email address above.