

UFAW International Animal Welfare Conference 2024

10 – 11 July 2024

Porto, Portugal

Terms and conditions for the conference

Participation in the conference indicates consent to the following terms:

Recording of talks

In addition to those attending the conference in person, delegates who have registered to do so will be able to watch the presentations online. Not all of these will be from time zones that make it easy for them to watch all the sessions in real time. All the conference sessions and talks therefore will also be recorded at the time and registered delegates will be able to watch these on demand post conference.

Presenters must have rights to the content in their presentation and thus give the UFAW permission to promote the materials and/or recording to the UFAW webpage and to UFAW accounts on third-party websites (including but not limited to X, Facebook and LinkedIn). Presenters should also be aware that conference delegates may choose to discuss the conference, including presentations, on social media using the conference hashtag. Presenters retain all ownership rights, including copyright, patents, trademarks, and other intellectual property of content uploaded to these sites.

Instructions for presenters

The conference language is English. All oral presentations must be English as must the majority of the information contained in a poster.

- **Oral presentations**

For all talks, unless notified otherwise, the assumption is that the first author listed in the submitted abstract will be presenting the talk.

The conference will use a PC based computer system running Office 365 to run all PowerPoint presentations, so speakers need to ensure presentations are formatted for such. Please bring the final version of your talk loaded on a USB Memory stick to the conference so that it can be uploaded. Talks for those speaking in the morning of 10 July should be loaded on to the PC during initial registration, which will be from 8.30 am. Those speaking in the afternoon of the 10 or on the 11 July should load their talk during the refreshment and lunch breaks. Please ensure that your presentation is named such that the first author's surname and the session and date on which the talk is taking place is clear eg *'Smith 3 Stress and welfare 10 July'*. A copy of the presentation can also be emailed in advance to events@ufaw.org.uk

If video/audio clips are to be used as part of the presentation, can speakers ensure that the entire folder containing the Powerpoint presentation and video/audio files, are loaded (this will ensure all links within the presentation are maintained).

- **Poster presentations**

For all poster presentations, unless notified otherwise, the assumption is that the first author listed in the submitted abstract will present the poster and be available to answer questions on it in person during the scheduled poster sessions. No contributor will be allowed to present more than **two posters**.

The poster boards on which the posters will be mounted will accommodate portrait orientated A0 size posters (ie 1189mm high x 841mm wide). The poster should be able to be mounted on these using double sided tape. This will be provided on the day for those who need it.

There will be two poster sessions during the conference and you should be prepared to answer questions relating to your poster during at least one of these - you will be told which one you have been allocated to closer to the meeting. Access to set up your poster is from 8.30am on each day and all posters should be in place before the start of the conference and must be taken down before the end of the day.

Each poster must have a title and list of authors that matches that in the conference proceedings and submitted abstract. We encourage poster designs that are imaginative, visually attractive and informative. Posters can include

text, images, tables, graphs, etc and should encourage people to read the poster You may also wish to consider incorporation of interactive elements, eg QR links that take the viewer to a video or supporting references, etc. Please ensure that the poster highlights the implications of the work detailed for animal welfare.

As a guide we would suggest that you use a font size of at least 20pt on your poster and that it should be able to read from a distance of 2-3m.

In addition to the abstract, we are also looking to give delegates access to a .pdf or a hi-res image file (eg jpeg) of each poster. This should be sent to events@ufaw.org.uk before **26th June**. Please ensure that the first authors surname begins the saved file name of the .pdf eg *Smith Animal welfare assessment poster v1*.

Amending submitted abstract(s)

In advance of the conference, minor amendments can be made to the submitted abstract, should presenters wish to do so, ie to include the results of any further data analysis or work to be completed post abstract submission date. These must be sent to events@ufaw.org.uk before **31 May 2024**.