



ATBC 2021
Virtual Meeting

CALL FOR ABSTRACTS

(Lightning talks and accepted symposia)

Deadline for submissions: May 10th, 2021

TIMELINE

10 April 2021

Open Meeting Registration &
Abstract Submission

10 May 2021

Deadline for Abstract Submission

25 May 2021

Notification of Abstract Acceptance

25 June 2021

Close Meeting Registration & Open
Submission of Pre-recorded Talks

5 July 2021 –

Close Submission of Pre-recorded
Talks

21–23 July 2021 –

ATBC 2021 Virtual Meeting

The 2021 Annual Meeting of the Association for Tropical Biology and Conservation (ATBC) will be held virtually from 21st–23rd July 2021. The meeting's theme "Lessons, advances, and opportunities in the face of global change" opens the opportunity for researchers, decision-makers, practitioners, and community leaders from around the world to exchange knowledge on tropical biodiversity and conservation.

The Organizing Committee invites members of the ATBC Community to submit abstracts for accepted symposia presentations and lightning talks for the ATBC 2021 Virtual Meeting.

Abstracts are encouraged to present recent research (e.g., work that has not been published or presented at previous ATBC meetings) that addresses the meeting theme and respective sub-themes.

The deadline for abstract submissions is May 10th, 2021. Presenters will be notified of the committee's decision by May 25th, 2021.



ABSTRACT SUBMISSIONS

All abstracts must be submitted at <https://www.xcdsystem.com/atbc/abstract/index.cfm?ID=LBWfq40> using the ATBC user profile or creating a new profile in the case of first-time users.

The word limit in the body of the abstract is 400.

The abstract must be prepared in English and contain the following sections:

- Introduction / Background / Justification
- Objective(s)/Hypothesis(es)
- Methods
- Results
- Implications/Conclusions



REVIEW CRITERIA

All abstracts will be evaluated and scored by reviewers selected by the ATBC 2021 Organizing Committee. The Organizing Committee may accept, decline, or offer an opportunity for a revised abstract submission. Proposals will be assessed using the following criteria:

- Scientific merit: Likelihood of promoting a significant advancement in our understanding of tropical biology and conservation, innovative or interdisciplinary approaches, or likelihood of novel conceptual synthesis.
- Broader impacts: Integration of science with conservation issues, impact on policy, and potential utility for conservation, among others.
- Appeal to participants of ATBC 2021: Sessions should target topics that will be of general interest to the ATBC community.
- Relevance to the meeting's theme: Sessions should target topics that are relevant to the meeting's theme "Lessons, advances, and opportunities in the face of global change" and respective sub-themes.

Note that the 'one presentation' rule will be applied to all speakers at ATBC 202. In other words, meeting participants will only be allowed to make a single presentation during the virtual meeting. Participants can co-author multiple abstracts, as long as the main presenter is different.



ONCE AN ABSTRACT IS ACCEPTED...

Once an abstract is accepted, speakers will be required to submit a pre-recorded talk in mp4 video format by July 5th, 2021.

For accepted symposia symposium presentations, videos should not be longer than 10 minutes. For lightning talks, videos should not be longer than 5 minutes. Longer videos will not be accepted.

Videos will be broadcasted during the ATBC 2021 Annual Meeting and will be stored at the conference platform for future reproductions by delegates.

Speakers are free to record their videos with any software they feel comfortable with as long as the videos can be saved in mp4 format. We recommend using either Microsoft PowerPoint or Zoom for the video recordings. Additional instructions for the video recordings are provided in Appendix 1.



CANCELLATION POLICY AND REFUND

It is disruptive for the meeting program to have accepted sessions canceled. Accordingly, please submit an abstract only if you are willing to fulfill your responsibility as a presenter.

If a symposium speaker is faced with unforeseen circumstances and needs to cancel their participation, the participant should notify the co-organizers immediately so a replacement can be assigned. The replacement participant name and information must be sent to the Organizing Committee at info@atbc2021.org

If a lightning talk presenter is faced with unforeseen circumstances and needs to cancel their participation, the participant should notify the Organizing Committee at info@atbc2021.org

All participants and session organizers must register to the ATBC 2021 Virtual Meeting and cover the associated registration fees.

Please do not hesitate to contact the Organizing Committee via email (info@atbc2021.org) with any questions or concerns.

We look forward to seeing you at the Virtual ATBC 2021 Meeting!

ATBC 2021 Organizing Committee

Videos should contain a prominent view of the presentation slides along with audio of the spoken presentation. Videos may contain a shot of the speaker's head for increased engagement (this shot should be thumbnail-sized and overlaid on the slide images as shown [here](#)). Many presentation software tools allow recording audio and video directly in the application and can export appropriate video files.

1) Microsoft PowerPoint

If you are already familiar with Microsoft PowerPoint, you can use it to record both audio narration and, optionally, a webcam recording of yourself superimposed on the slides. Additionally, if you add your script to the Notes field, the notes will appear at the top of your screen (normally right below where the camera is located) to help you hold your gaze towards the camera.

Recording steps in PowerPoint are as follows:

- a) Go to the "Slide Show" tab.
- b) Click on "Record Slide Show" button and select "Record from Beginning".
- c) The "Settings" button on the upper right corner allows you to select your microphone and camera.
- d) If you do not wish to be visible in the recording, you can turn off webcam recording using the camera icon below your slides on the lower right corner.
- e) If you decide to let the camera be visible in your recording (recommended), please ensure that you do not have text or images on your slides where your image will appear, as this information would be covered by the box showing the speakers.
- f) Click on "Record" on the upper left corner. PowerPoint will start a 3-second countdown and will start recording immediately after. The recording will automatically stop after the last slide.
- g) Please note that a 'lag time' is common during slide transitions. Please wait a couple seconds before speaking as you transition into your next slide. Remember to speak as you would in 'real life'.
- h) Select "File" -> "Export" -> "Create a Video" to save your recording on your hard drive. We recommend a resolution of 1080p to make sure that the quality is high enough. Please do not go lower than 720p.

There are a number of youtube videos to assist you while recording videos in powerpoint – you can watch one example through this link: <https://www.youtube.com/watch?v=D8JV3w4TOVw>.

Please note that PowerPoint for Mac does not allow video narration recording as you run through your presentation it only allows audio recording. The options (recording audio or video) are available in PowerPoint for Windows only.

2) Zoom

If you have created a Zoom account (including the free version), you can simply start a Zoom meeting and record the meeting to your local hard drive.

Recording steps in Zoom are as follows:

- a) Start a new Zoom meeting.
- b) "Exit Full Screen" if the meeting window has covered your whole screen by default.
- c) If you are using a slide deck, open it in a new window. In PowerPoint you can set the slide show to begin in a window (instead of whole screen) through the following steps:
 - i. Go to the "Slide Show" tab
 - ii. Click on the "Set up Slide Show" button
 - iii. Select "Browsed by an Individual Window"
 - iv. Click on the "From Beginning" button (to begin the slide show).
 - v. In the Zoom toolbar, click "Share Screen" and select the "PowerPoint window with your slides".
 - vi. Click on "Record" in Zoom (it may be under the "More" button). You can also start recording by using the Alt+R combination on your keyboard.
 - vii. The recording will begin immediately. Go through your presentation. When you are done, click the "Stop Recording" button, or the Alt+R key combination again.
 - viii. End your meeting.
 - ix. Wait for the recording to be processed. It will be saved on your computer and Zoom will open the folder with the recording.