



HCC 2026 Poster Presentation Instructions

Mahalo for participating in the Hawai'i Conservation Conference. Please review the poster presentation requirements below.

Virtual Poster Gallery

The Virtual Poster Gallery will be available to registered attendees before, during, and after the conference.

Deadline: Submit all required files by **Wednesday June 24th, 2026, at 5:00 PM HST**, to this link:

<https://hawaiiconservation.sharepoint.com/:f:/s/HCC/IgBN2omD47OmSYGcKkLO-WBYAd5F3YnbKvZUEnYbcObWJSM>

➤ **Required Files**

1. Poster PDF

- **PDF format** - PowerPoints will not be accepted. You will be asked to resubmit as a PDF.
- Under 500 MB
- Same dimensions as printed poster
- Font size 16 pt or larger
- Include author email

2. Two-Minute Video

- **.mp4 format**
- Under 3 GB
- Brief overview of your project/research
- Zoom works well, camera optional
- Please share your poster on screen during recording

File Name Format & Upload Link

- **File Name Format**
 - Abstract#_LastName_FirstName.pdf
 - Abstract#_LastName_FirstName.mp4
- Submit all required files no later than **Wednesday June 24th, 2026, at 5:00 PM HST** to the link below:
 - HCC Poster Files Upload Link:
<https://hawaiiconservation.sharepoint.com/:f:/s/HCC/IgBN2omD47OmSYGcKkLO-WBYAd5F3YnbKvZUEnYbcObWJSM>
- *At a minimum, please submit the PDF by the deadline. DO NOT withdraw if you need more time to complete your Virtual Poster Gallery files. Please reach out to HCC Staff at conference@hawaiiconservation.org with an extension request.*

After Uploading



Please allow HCC staff at least two weeks to upload your files to the Virtual Poster Gallery. After two weeks, you may confirm whether your files appear correctly in Oxford Abstract's Virtual Poster Gallery.

Printed Poster Requirements

Presenters are responsible for printing and bringing their own posters. Conference organizers will not print posters.

➤ **Poster Size**

Maximum display space: **44" high x 45" wide**

- Landscape OR portrait accepted but **MUST** fit within dimensions specified above

➤ **Poster Material**

- Paper
- Laminated paper
- **No fabric posters**

Recommended Content

Posters should reflect conservation research or management and may include:

- Purpose
- Methods
- Results
- Conclusions
- Goals / targets
- Tools / approaches
- Metrics / indicators
- Lessons learned

Programming overviews or advertisements will not be accepted.

Additional Notes

- Include author email on poster
 - Pushpins provided
 - QR code will link attendees to your virtual files
 - Poster Hall map will list your assigned location by abstract ID
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Poster Setup Times

Posters should be mounted in the Exhibitor & Poster Hall located in the **Lanai/Molokai Room** during one of the times listed below for display throughout the conference. Pushpins will be provided to adhere your poster to the poster board:

- **Monday, July 13** | 11:00 AM – 3:00 PM



- **Tuesday, July 14** | 7:00 – 8:30 AM, 11:00 – 11:15 AM, & 12:15 – 1:45 PM
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Poster Reception

Presenters are expected to attend the conference in person to discuss your project/research and answer questions with conference attendees

- Poster Reception: **Wednesday, July 15th, 2026, 6:15 PM – 8:15 PM. Poster Presenters must arrive at 5:45 PM.**

Please be available to discuss your project and answer attendee questions.

Poster Removal

Posters may be removed after conference close: **Thursday, July 16th after 3:30 PM.** Posters left behind will be discarded.