

INSTRUCTIONS FOR SUBMISSION OF YOUR AAEA POSTER AS AN ELECTRONIC FILE TO AGECON SEARCH

Congratulations on the acceptance of your Poster!

This is a brief outline of the steps for submitting your poster to AgEcon Search (<http://ageconsearch.umn.edu>). Refer to full instructions below. AgEcon Search is moving to new software this spring. If that move causes changes in the submission process we will contact you, but for now use these instructions.

- **Prepare and attach a cover page to poster** – sample below **Or, add conference name, place and date to poster**
- **Contact AgEcon Search if you are already a registered user**
- **Register to submit your poster if you are a new submitter** – the sooner the better
 - Respond to e-mail to select your password
 - Wait for e-mail from AgEcon Search to **confirm** that your password is ready to use
- **Submit your poster** to AgEcon Search
 - Deadline is midnight CST, **Monday, June 4, 2012.**
- **Contact AgEcon Search if there are problems** with web site or submission form: aesearch@umn.edu. See below.

Please follow these instructions for posting a copy of your Agricultural & Applied Economics Association (AAEA) Poster on *AgEcon Search* (<http://ageconsearch.umn.edu>).

All accepted Posters must be posted on *AgEcon Search* by June 4, 2012, or they will be dropped from the AAEA program.

Cover Page

Each poster must have a cover page or must include the conference name, date and place on the poster. A sample cover page is attached. The cover page should include title of poster, names and affiliation of authors, and meeting information:

*Selected Paper prepared for presentation at the Agricultural & Applied
Economics Association's 2012 AAEA Annual Meeting, Seattle, Washington,
August 12-14, 2012.*

It is suggested that you include a copyright statement at the bottom of the cover page. You, as author of the poster, retain the copyright of the poster. Sample copyright statement:

*Copyright 2012 by [author(s)]. All rights reserved. Readers may make verbatim
copies of this document for non-commercial purposes by any means, provided this
copyright notice appears on all such copies.*

Registering to Submit Your Poster

Please register on AgEcon Search to submit your poster soon after you receive this notice. Registration is necessary to submit your poster. You may register now and submit your poster later.

- If you have already registered on AgEcon Search in the past three years, send an e-mail to: aesearch@umn.edu and let them know you want to submit your 2012 AAEA poster.
- If this is the first time you have registered on AgEcon Search, register as a new user at: <http://ageconsearch.umn.edu/password-login>
- You will receive an e-mail asking you to choose a password and designate your institutional affiliation. **VERY IMPORTANT: Please put AAEA as your institution.**
- You will receive another e-mail when your password is ready to use. Until then you will receive an “internal error” message if you try to submit your poster.

Submitting Your Poster:

- Log onto <http://ageconsearch.umn.edu>
**You must be registered on AgEcon Search in order to submit a poster.
- To submit your poster, choose “Submit Your Paper” from the side-bar on AgEcon Search.
- From the list of institutions choose: Agricultural & Applied Economics Association
- The submission form will guide you through entering the data about your poster – authors, title, abstract, keywords, etc.
- In the series field put: Poster and the Control ID number assigned by the AAEA.
- After you have filled in the submission form you will be prompted to upload your **PDF file** (all posters must be in PDF format). It is helpful if you name your file with the number assigned by the AAEA.

If You Have Problems Submitting Your Poster or Accessing AgEcon Search

- If you are not able to submit your poster or if there are any problems accessing AgEcon Search, please send your PDF file as an e-mail attachment to: aesearch@umn.edu. We will submit the poster for you later that week, but will notify the AAEA that you did submit the poster on time.
- If you have any questions or need assistance with the submission of your electronic poster, contact Linda Eells or Julie Kelly at aesearch@umn.edu or call Linda at 612-625-1705.

Title of the Poster

Authors
Author Affiliation and Contact Information

*Poster prepared for presentation at the Agricultural & Applied Economics
Association's 2012 AAEA Annual Meeting, Seattle, Washington, August 12-14, 2012*

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