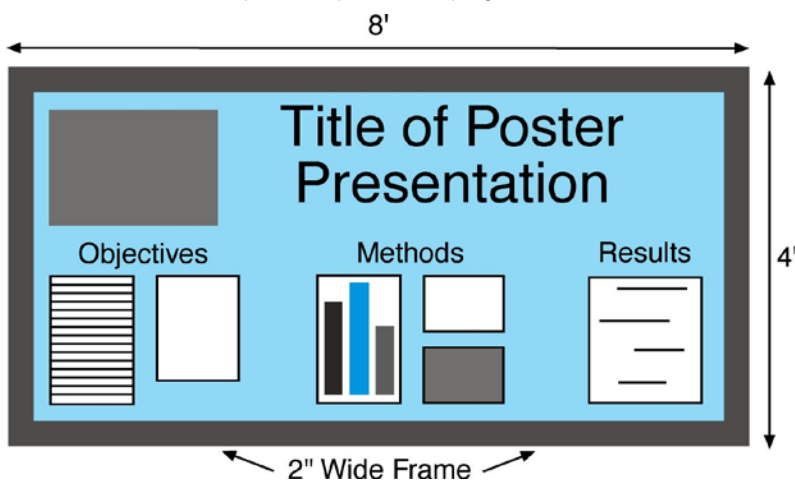


POSTER PRESENTATION RULES AND GUIDELINES

POSTER DISPLAY GUIDELINES:

The Annual Clinical Assembly of Osteopathic Surgeons (ACA) will provide a display area for each accepted poster presentation which is 4'x8'. The surface will be cork board and this will be firmly supported on "A" frame legs. With the supporting legs, the display will stand a total of 8' high.

Your presentation should contain succinct headings that logically organize and display the information. Any graphics should be explicit and brief. The poster display should focus on: 1) Hypothesis or Objective, 2) Methods, 3) Results or Outcomes, and 4) Conclusions. An example of a poster display is illustrated below.



All posters and included illustrations should be prepared prior to the meeting. Keep illustrative materials simple. Illustrations must be easily read from distances of about 3' or more. Charts, drawings and illustrations should be similar to those you would use in making slides. Prepare and bring everything needed for your presentation with you to the meeting --figures, tables, diagrams, equations, etc. Bring pushpins or thumbtacks for mounting your materials, ACOS will have limited supplies onsite.

INSTALLATION AND DISMANTLING

- Roll the poster materials and insert them in large mailing tubes for ease in transporting them to the meeting. You should bring them yourself. **Do not mail them to the hotel in advance.**
- You are required to mount your own display. Bring pushpins or thumbtacks for mounting your materials, ACOS will have limited supplies onsite.
- Posters should be set-up on Wednesday prior to the start of the ACA. Exact time and location for set-up/dismantle will be shared with accepted poster presenters.
- Once your poster is hung please clear your corkboard area of any shipping material(s) or trash, all extraneous materials will be discarded.
- The material must remain in place until the official time for poster tear-down on Saturday, at the close of the exhibit hall. Posters not removed by designated tear-down time will be discarded.

POSTER JUDGING CRITERIA:

- *Content:* Does the exhibit contain sufficient material to explain the hypothesis and support the conclusion(s)?
- *Organization:* Is the material presented in a clear, legible, orderly and logical manner?
- *Relevance:* Is the subject presented relevant to the discipline and of a timely nature?
- *Originality:* Is the material presented original research or a new technique?
- *Participation:* Is the presenter knowledgeable of the research that was conducted and able to present the methodology and findings of the study in detail?

POSTER AWARDS:

A poster presentation is a scientific display accompanied by a researcher(s) that involves a discussion of the research with other colleagues attending the ACA. **The primary poster presenter at the ACA is a researcher/author of the study and must be present to present the research to poster judges** and other conference attendees. Presenters should be present at their poster to answer questions and expand on their material during the judging by the ACA Scientific Exhibits and Poster Sessions Committee. Judging times will be communicated to those with accepted posters. Any presenter not in attendance during that time will not be eligible for an award. **You must be an ACOS or AOCPr member to be eligible for an award.**

PODIUM PRESENTATIONS:

The ACA Scientific Exhibits and Poster Sessions Committee will review all abstracts and select up to six abstracts from each discipline for podium presentations. Podium presentations will be 10 minutes each (to include a PowerPoint presentation and Q&A). 1st and 2nd place award *may* be given in each discipline. If you DO NOT wish to have your abstract reviewed for a Podium Presentation, indicate that in the online poster application. All podium presentations will be confirmed in the acceptance letter.

ACOS RESIDENT SCIENTIFIC RESEARCH PRESENTATIONS AND AWARDS RECEPTION:

Awards will be presented to the winning posters and podium presentations during the ACOS Scientific Research Presentations and Resident Awards Reception. **All resident members are invited to this event.**

Thank you for your interest in submitting a scientific poster. Please direct any questions to meetings@facos.org.