

2010 ANNUAL SCIENTIFIC POSTER PRESENTATION

DURING THE
94TH ANNUAL CLINICAL ASSEMBLY
MAY 5-9, 2010
HYATT REGENCY GRAND CYPRESS
ORLANDO, FL

For Further Information, Please Contact:

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INSTRUCTIONS FOR SCIENTIFIC POSTER PRESENTATIONS:

Scientific poster presentations provide you with the opportunity to exchange in-depth information on a one-to-one basis and are an excellent medium for unusual or multiple clinical case presentations. Simply prepared with photographs and laboratory information, scientific poster presentations encourage the exchange of findings and treatment results. Any aspect of ophthalmology or otolaryngology/facial plastic surgery may be presented in a scientific poster session. Only fixed posters may be presented. Audiovisuals such as slides and videotapes may not be part of your presentation.

*A resident poster stipend of up to \$300.00 is available from the AOCOO-HNS Foundation, Inc. to the **FIRST THREE RESIDENTS IN BOTH SPECIALTIES** who submit their scientific poster application, along with itemized expenditures for preparation of the poster. The resident poster stipend will be paid following the presentation of the poster at the Annual Clinical Assembly.*

In addition, members of the Awards Committee will judge all scientific posters presented, and a cash prize will be awarded for the best scientific poster presentations in each specialty. This cash award applies to resident members only.

Your presentation should contain succinct headings that organize and logically display the information. Graphics should be explicit and brief. Elaboration is best done verbally, as if it were an oral presentation using slides.

The poster display should focus on:

1. Hypothesis or Objective
2. Methods
3. Results or Outcomes

The AOCOO-HNS Foundation will provide a 4' x 8' freestanding poster board to display each scientific poster presentation. The covered poster board will accept longer pushpins, but not thumbtacks.

All illustrations should be made up prior to the meeting. Keep illustrative material 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 with you to the meeting everything needed for your presentation – figures, tables, diagrams, equations, etc. Bring pushpins (no thumbtacks) for mounting your materials. **Do not mount your presentation materials on heavy board, as it may be difficult to keep in position on the poster boards.**

GUIDELINES:

This concept of presenting scientific posters affords an opportunity to have your work viewed by an audience in a simple and cost-effective manner. The following suggestions are offered to assist you in setting up a successful scientific poster presentation.

1. A short and legible introduction and summary of conclusions are essential.
2. Keep the text and figure legends explicit and brief.
3. The simple use of color can add emphasis effectively.
4. Written material should be printed in a large typeface. Above all, use large print. Use heavy block letters where possible.
5. Roll poster materials and insert them in large mailing tubes for use in transporting them to the meeting. You should bring them yourself. You are required to mount your own display. Display boards will be provided by the Annual Clinical Assembly Committee.

***IMPORTANT:** In accordance with the AOCOO-HNS Basic Documents for Residency Training, in lieu of one (1) resident annual paper requirement, the resident may develop a scientific poster presentation at the Annual Clinical Assembly, reviewed and approved by the program director. An abstract of the poster presentation must be reviewed by the Council of Medical Education.*

YEAR-END RESIDENCY REPORTING NOTES:

1. **The Council of Medical Education requires that you photograph your poster and submit it with your program director's critique sheet and/or approval letter.**
2. Several residents may be involved in the presentation of a poster; however, **ONLY ONE** resident may receive credit toward the annual paper requirement.
3. The Awards Committee, responsible for judging the posters, requests that the same poster not be submitted two years in a row. Exception: ongoing research approved by the program director, presented with additional findings and newly-collated research information.

PRESENTATION PERIODS:

Presenters are encouraged to be on hand for the Official Opening on Thursday morning, May 6 and Friday morning, May 7, 2010. Presenters should be available to answer questions and to expand on their material during the Awards Committee judging, TENTATIVELY scheduled for Friday morning.

SETUP:

Materials must be mounted on the display board in your preassigned space between 2:00 PM and 6:00 PM on Wednesday evening, May 5, 2010. This material must remain in place for the entire meeting. POSTER TEARDOWN may begin any time after 10:30 AM on Saturday, May 8, 2010 (the teardown/closing time for the exhibits). **POSTER PRESENTERS ARE RESPONSIBLE FOR TAKING DOWN THEIR OWN POSTERS; conference staffers will not be responsible for your poster after the exhibit area has been torn down and cleaned. HELPFUL REMINDER: Save your shipping container/canister for ease of storage following poster teardown.**

APPLICATION FOR SCIENTIFIC POSTER PRESENTATION

94th Annual Clinical Assembly of the AOCOO-HNS Foundation, Inc.

Complete and Return by March 1st, 2010

AOCOO-HNS Foundation

4764 Fishburg Rd., Suite F, Huber Heights, OH 45424

FAX TO 937-233-5673

IMPORTANT: Please read the “Instructions for Scientific Poster Presentations” before completing this application. List the title, presenter(s), and an abstract to be published in the Official Program. **Deadline for submission is March 1st, 2010. Poster presentations submitted after March 1st will not be included in the Official Program.**

(PLEASE TYPE OR PRINT LEGIBLY)

Title: _____

Name(s): _____

Hospital: _____

Program Director: _____

City & State: _____

NOTE: In the space below, please type a 50-word summary of your scientific poster presentation to be published in the Official Program.

POSTER CATEGORY: [] Ophthalmology [] Otolaryngology [] Facial Plastic Surgery