

## Abstract Guidelines

**Your submissions can be no larger than 300 words.**

### Poster Presentations

The dimension of the poster easel is 8 feet wide (244 cm) by 4 feet high (122 cm). Therefore, the suggested poster size is a maximum of 47 inches (119 cm) wide/horizontal by a maximum of 42 inches (106 cm) high/vertical (a landscape format). Each easel therefore will hold two posters.

Your display should include the title, author(s), and your abstract.

You have complete freedom to display your information as text, figures, tables, and photographs. Suggested guidelines for organizing the presentation would include abstract, introduction, brief description of procedures and materials, results, and discussion as topic headings. Trade names may be initially defined, but generic names should subsequently be used throughout.

The poster must cover the same material as your approved abstract.

You must set-up and take-down your poster during the designated times as indicated in the letter you will receive by email when your abstract is approved.

Room assignments, including your poster number, will be published on the meeting web site.

The final letter you receive regarding your abstract will detail when you must be in attendance at your poster.

Pushpins and thumbtacks will be provided at the meeting for mounting your poster. You cannot use Velcro, tape or staples to mount your poster.

Posters should remain up until the time specified.

The AAOMP will not be responsible for posters and materials left on poster boards after the stated hours.

### Oral Presentation

Twelve minutes are allowed for the oral presentations, which includes time for any questions from those in attendance. Therefore, you should plan your formal presentation to last approximately 10 minutes. This will allow the program to remain on schedule should any questions be asked. Strict adherence to time limits is mandatory as a courtesy to those that follow and will be strictly enforced.

Presentations must be submitted in digital format as indicated in the final acceptance letter.

Room assignments, including oral presentation number, will be published on the meeting web site.