

## INSTRUCTIONS/GUIDELINES FOR NSS POSTER PRESENTATIONS (Students Only)

### IMPORTANT! PLEASE READ

ACCOG is transitioning to digital poster presentations. Printed versions of your poster **will not** be displayed at the conference. Alternatively, the system will display A PDF of your poster. It will also be available to participants on the ACCOG App.

You **MUST** present your poster in-person (when possible) or virtually to be eligible for the poster awards. Virtual presentations will be conducted via Zoom Meetings at a scheduled time.

**Poster submissions are due by  
September 15, 2020 by 5 PM Central.**

Poster presentations are considered scholarly work and provide the opportunity to exchange information in-depth 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, poster exhibits encourage the exchange of finds and treatment results. Any aspect of obstetrics, gynecology, or other related area may be presented in an ACCOG poster session. **Priority is given to posters incorporating osteopathic principles and practice (OPP) or osteopathic manipulative medicine (OMM) and/or health equity.**

Your presentation should contain succinct headings that organize and logically display the information. Graphics should be explicit and brief. A poster presentation should be self-explanatory. Judging criteria are attached.

The poster display should focus on your **Hypothesis or Objective**, your **Methods** and your **Results or Outcomes**.

New York University Library has an excellent guide to creating poster presentations. It can be found at <https://guides.nyu.edu/posters>.

### DIGITAL POSTERS

The American College of Osteopathic Obstetricians and Gynecologists has transitioned to a digital poster display system. It offers several advantages over traditional printed posters, such as:

- The ability to include high resolution photographs and images
- The ability to link to abstracts of key references and citations, as well as multimedia (like YouTube videos or other websites)
- It is more ecologically friendly
- Lower costs to the poster author/presenter
- Flexibility to display posters across ACCOG's media channels

## DIGITAL POSTER DESIGN GUIDELINES

It is important that you follow these guidelines:

- Do not print your poster to display. Poster boards will not be provided. You may print handouts, if you wish, but note that posters will also be available to all attendees in the ACOOG App. Printed handouts are not required.
- Format your file as a standard 16x9 ratio (widescreen) PowerPoint slide. This is the slide that PowerPoint displays as default and is sized at 13.333" x 7.5".
- ACOOG provides a poster template (sized properly). You **ARE NOT required** to use this template, but your design must meet the specifications above.
- You must have written permission to use the photos/videos in your poster if they are not yours.
- **You are strongly encouraged to record brief video of you describing yourself, your interest in this research topic, the need for your research and the main point in your findings. It should not be a full presentation of your poster. Videos should be 3 minutes MAXIMUM. The video can be uploaded on the poster portal. It can also be sent using alternative means, such as a cloud drive.**
- **You must convert your poster to a PDF file for upload.** All posters must be uploaded online. You'll only be able to upload a one-page PDF file (other formats are not permitted)
- Digital posters must be limited to **ONE PAGE** and can be up to 100 MB in size.
- Submissions are due by September 15, 2020 at 5 PM Central. Extension will not be granted.
- Test any links you include in your poster, including those to references.

### General Poster Guidelines

- Your poster must be uploaded by the deadline. Extensions will not be granted, and no changes can be made after upload.
- You **MUST** present your poster in-person (when possible) or virtually to be eligible for the poster awards. Virtual presentations will be conducted via Zoom Meetings at a scheduled time. Make-up times WILL NOT be provided.
- A short and legible introduction and a summary of conclusions are essential.
- Keep the text and figure legends explicit and brief.
- What you enter into the **POSTER PORTAL** is what will be included with your poster. Please make sure spelling, spacing and character limits are observed.

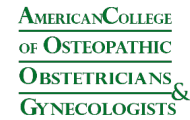
### Questions?

Please contact Andrew Crim, M.Ed., CHCP, ACOOG's Director of Education & Professional Development if you have questions.

Text or call 817-769-6304 during business hours or e-mail at [acrim@acoog.org](mailto:acrim@acoog.org)

**Thank you!**

# JUDGING CRITERIA NSS POSTER PRESENTATIONS (Medical Students)



## CRITERION A: FIRST IMPRESSIONS

- Presenter is present and appearance is professional. She/He greeted judges and appeared enthusiastic about the topic.
- Presenter is present and appearance is professional. She/He greeted judges but did not appear enthusiastic about the topic.
- Presenter is present but appearance is unprofessional.
- Presenter is not present.

## CRITERION B: LAYOUT/DESIGN

- Layout is outstanding, all graphics are related to the topic and make it easier to understand. It is very easily read, creative, attractive and professional.
- Layout is excellent, all graphics are related to the topic and make it easier to understand. It is easily read, although may be less creative, attractive or professional.
- Layout is acceptable, but not as easily read, creative, attractive or professional. Font choice and sizing may be questionable.
- Poster is missing key sections, difficult to read, lacks creativity and is not visually appealing.

## CRITERION C: CONTENT

- Poster has all key sections clearly labeled and provides a detailed and clear explanation of the project and its importance.
- Poster has all key sections and provides a less-detailed explanation of the project and its importance.
- Poster may be missing key sections or did not label them clearly. It makes a point, but isn't clear or detailed, and may contain errors.
- Poster lacks organization and no clear point is made, or errors cause the point made to be invalid.

## CRITERION D: PRESENTATION

- Responds confidently and appropriately to questions, speech is clear, eye contact is made, and responses are accurate. Knowledge of project is unquestionable.
- Responds appropriately and satisfactorily to questions, clear speech or eye contact are inconsistently used but responses are generally accurate. Knowledgeable about project.
- Responds inappropriately or responses contain several inaccuracies, speech is not clear (mumbles, etc.) and eye contact is not used/maintained. Very little knowledge about project.
- Presenter is not present.

## CRITERION E: SPECIAL CONSIDERATIONS

- The poster includes OPP/OMM in its content
- The poster addresses health equity

## OVERALL RATING

- 7 - Phenomenal
- 6 - Outstanding
- 5 - Excellent
- 4 - Very Good
- 3 - Good
- 2 - Acceptable
- 1 - Unacceptable