

## Poster Presentation Information Form

### INMED Exploring Medical Missions Conference

May 18-19, 2012

The conference organizers welcome all participants to present posters of their completed and/or ongoing professional work during the conference. Posters presenting student work are highly encouraged. Posters will be on display for the duration of the conference and may focus on any global health topic. The content may be **research based or case study**. Special consideration will be given to the following topics:

- Impact of international rotations and experiences on students' and residents' development
- Providing public health services in communities with limited resources
- Clinical issues in resource-poor communities
- Sustainability implications for short-term international projects or partnerships
- Global Impact of medical mission

During poster presentation sessions presenters can discuss their work with interested parties and answer questions. Poster presenters are also encouraged to be available during the following scheduled poster presentations times sessions:

#### **Friday, May 18**

8am – 9am

12:30pm – 2:00pm

4:20pm – 5:30pm

Please be available during conference breaks to answer questions from attendees.

#### **Poster Presentation Guidelines**

- Presenters must be available to present during the dates and times specified on the conference schedule.
- Acknowledgment of receipt of submissions will be sent by e-mail to the lead presenter after you complete your submission. Letters of acceptance will be sent by e-mail to the lead presenter after the peer review process is completed.
- All presenters must pay the Exploring Medical Missions Conference registration fee. No honoraria or travel expense reimbursement will be provided.
- Presenters may not use any poster presentation to market products or services; exhibit space and literature displays are available for that purpose.
- Please bring handouts and business cards to enhance your networking opportunities.

## **Abstract submission**

If you are interested in presenting a poster, please submit the following by April 1, 2012 to: Micah Flint, [micah@inmed.us](mailto:micah@inmed.us):

1. Submission form
2. Complete abstract

The subject of the email message should be "INMED Poster Interest." A separate email should be submitted for each poster to be presented. Space is limited, so if you have an interest, please advise us as soon as possible.



# Poster Presentation Submission Form

INMED Exploring Medical Missions Conference

May 19, 2012

## 1. Presenter: List the contact person

Full Name:

Affiliation:

Telephone Voice:

Fax:

E-mail:

Alternate e-mail:

## 2. Presentation: In no more than 3-4 sentences, describe the content of this presentation

Presentation Category (underline one):

Research

Medical Missions Experience

Education

Title:

Topic:

Description:

Poster  
(Arial 12-point font; place in the header block)

**Abstract Title Should Be Centered  
And in Bold 16 Point Arial Font**

*Distinguished A. Author<sup>1</sup>, Second A. Author<sup>2</sup>*  
(Authors are listed in centered byline with 12 point Italic Arial)

This is an example of a completed, correctly formatted abstract. This must be received by April 1, 2011: Abstracts must be written in Arial 12-point font, and submitted in electronic format using Microsoft Word. The abstract is not to exceed a single page in length. The margins must be one-inch (top, bottom, left and right sides). The font to be used for the body of the text should be regular style 12 point Arial. The body of the text should be single spaces and left justified and no indentation of the first line of any of the paragraphs. There should be a single line (hard return) between the title and the authors listed in the byline. There should also be a single line (hard return) between the byline and the first line of text of the body of the abstract. All paragraphs in the body of the abstract should also be separated by a single line (hard return).

The document header should indicate that the abstract is for a poster presentation. Footers are not to be used. The contact information for the authors should be included as footnotes below the body of the text. The numbering for each footnote should be superscript before the first word of each contact listing. The footnotes should be left justified and the font should be Italic style 10 point Arial. The footnote should list the presenters name, affiliation, street or mailing address, city, state, zip code, telephone number, fax number, and email address. Commas should separate the mailing address items and semicolons should separate zip code, telephone, fax and email address. There should be two lines (hard returns) between the last paragraph of the text and the first footnote. The footnotes should be single-spaced. Examples are contained in the footnote.

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