Call for Programs, Posters and TechExpo Proposals for the ADEA Annual Session & Exhibition

Preparing Your Poster Submission Checklist

Title:

- ✓ Up to 10 words, capitalize words of four letters or more.

Authors:

- ✓ Presenting author is listed first.
- ✓ Each author is listed separately.
- ✓ Each author full name and academic degrees are included.

Poster Abstract (for publication if accepted):

- ✓ Up to 100 words.
- ✓ Focused on what participants will "take away" from the presentation.
- ✓ Written in second person (i.e., "you").
- ✓ No references listed.
- ✓ No abbreviations (acronyms are spelled out).
- ✓ No commercial product names are listed.

Internal Review Board (IRB):

- ✓ IRB approval (if presentation involves human subject research).
- ✓ IRB Status.
- ✓ IRB Number (if applicable).

Description (see also "Preparing poster abstracts" instructions on adea.org):

- ✓ Up to 300 words.

TechExpo descriptions:

- ✓ Up to 100 words.

Spell check run before cutting and pasting in