



IAEM-SC STUDENT ACADEMIC POSTER COMPETITION RULES AND PREPARATION GUIDELINES

The IAEM Student Council (IAEM-SC) sponsors the Academic Poster Competition. Please e-mail abstracts to Melissa Trumbull, Program Manager for IAEM, at trumbull@iaem.com in Word or WordPerfect format. The subject line of your email must read "IAEM-SC Poster Abstract."

- A. **Who may submit a poster abstract** — Any Student Member of IAEM may enter. This year for the first time, entries will be divided into two separate competitions – one for undergraduate students and one for graduate students.
- B. **Deadline** — Abstracts must arrive on or before **October 15, 2008**. Submissions will not be accepted after that date.
- C. **Multiple papers** — You may present one poster at this meeting.
- D. **Format of Abstract Submission** — Title, presenter(s), affiliation, address, phone & fax numbers, and e-mail address.
- E. **Abstract and Title Length** — Abstracts must be less than 150 words. The program chair reserves the right to edit abstracts, if necessary, for clarity, grammar or good usage. Abstracts above the 150-word limit will not be accepted. Titles of abstracts are limited to 10 words.
- F. **Poster Format** — Your poster must not exceed 4 feet in height or 4 feet in width.
- G. **Poster Presentation Theme** — The poster theme must relate to an aspect of emergency management

The exhibit **must** include:

- Short title of the exhibit
- Identification of either a undergraduate or graduate level presentation
- Abstract
- Student's name, or names, and whether they are a graduate or undergraduate student (*There may be no more than 2 students per poster and both must be at the graduate or undergraduate level*)
- Collaborators, advisor(s), and department(s)
- Funding sources
- Internal Review Board Proof of regulatory committee approval if required
- Objectives of the research
- Significance to the field
- Significance to society in general

- Methods
- Results, interpretation of results and conclusions, and directions for future research if the project is completed

H. Additional Presentation Rules

You must be present to at the IAEM 2008 Annual Conference to participate.

- All posters must be set up in the time allotted, and presenters must be present during the entire judging period
- The media or design of the poster is at the creator's discretion
- You are responsible for all needed materials. (Audiovisual equipment and other materials to individual posters will not be provided.)
- If needed, you may have access to one standard electrical outlet should you need it. (When you register your poster, please be sure to note this need.)
- While the author may receive minor assistance (as determined by the judges), the poster must be the student(s) original work and not that of others including their professor(s)

I. Judging Guidelines for Poster Presentations

The purpose of a poster exhibit is to convey to a wide audience a research project's significance to scholars in the field and its potential significance to the general public. While all posters will be publicly displayed for the length of the Annual Conference, judging will take place in private.

Exhibits will be judged on their quality in three areas:

- **Content** (*50% of total score*) — See Sections G and H for what the exhibit must include.
- **Display** (*30% of total score*) — The core of each exhibit is a poster with text and graphics intended for a general audience. The poster should attract attention and convey important information about the project. Language should be simple and descriptions brief. Jargon should be avoided, and necessary technical terms should be defined. Spelling and grammar must be correct. Photographs, drawings, graphs, charts, figures, etc., should be simple and well organized. All text should be large enough to be readable from a distance of 4 to 6 feet.
- **Oral Description and Defense** (*20% of total score*) — During the poster session, each student should be positioned with their poster, prepared to answer questions and elaborate upon their research and presented materials. The judges will evaluate the quality and accuracy of this discussion.

J. Awards

The award structure is as follows:

Undergraduate Level

- 1st Place: \$225
- 2nd Place: \$175
- 3rd Place: \$100

Graduate Level

- 1st Place: \$225
- 2nd Place: \$175
- 3rd Place: \$100

K. Questions

All questions should be directed to Dan Hahn, IAEM-SC Vice President at danielh@santarosa.fl.gov.