



IAEM POSTER PRESENTATION RULES AND PREPARATION GUIDELINES

This poster competition is sponsored by the Student Region of IAEM (Region XII). 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 Poster Abstract."

- A. Who may submit a poster abstract** — Any Student Member of IAEM.
- B. Deadline** — Abstracts must arrive on or before **October 1, 2007**. 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.
- Abstract.
- Student's name (*or names, if more than one student is presenting the exhibit*). There may be no more than two (2) students per poster.
- 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 at the IAEM 2007 Annual Conference to participate.
- All posters must be set up in the time allotted, and presenters must be present during the entire judging period.
- Presentations are limited to two (2) student members per poster.
- 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.)

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.

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 quality and accuracy of this discussion will be evaluated by the judges.

J. Awards

The award structure is as follows:

- **1st Place** — \$300.00
- **2nd Place** — \$150.00
- **3rd Place** — \$50.00