



Intent to submit a Poster Presentation proposal to:
Brain Injury: New Science
Best Practices and Future Innovations
September 22nd - 24th, 2005, Amelia Island, Florida

Please print or type the following information:

Name _____ Title _____

Company/Facility/Practice _____

Street Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Title of Poster Session:

Return this form with a **200 word description** of the poster presentation to:

Dr. Mariusz Ziejewski
Presentation Chair
North Dakota State University
111 Dolve Hall, PO Box 5285
Fargo, ND 58105

Abstracts may also be submitted by email to:
Mariusz.Ziejewski@ndsu.nodak.edu

Or by fax to:
Fax: (701) 293-1454

Deadline for receipt of abstract: August 17th, 2005

Note: Authors of accepted poster presentations will receive an official invitation to the NABIS Conference and a discounted registration fee. However, travel costs to Jacksonville and other costs (including hotel, etc.) cannot be paid by NABIS. They are the responsibility of any author of an accepted poster session.

Call for Poster Presentations

Poster presentations of projects/new work provide an effective way to interact and share information with conference participants. An area on the conference premises has been designated for the presentation of information regarding projects or activities of interest to professionals working in the area of brain injury rehabilitation, treatment or research. Presentations may include handouts. The North American Brain Injury Society will review all submissions and inform applicants of accepted presentations. Colleagues interested in presenting a poster are invited to complete the form below and submit it to NABIS with an abstract of not more than 200 words.

Schedule

August 17th 2005

Deadline for receipt by NABIS of the application form and a detailed description of the poster presentation.

August 29th 2005

NABIS will inform applicants of accepted presentations.

Poster Abstract Submission

Poster abstracts can be submitted by email, fax or by post to:

EMAIL:

Mariusz.Ziejewski@ndsu.nodak.edu

FAX:

(701) 293-1454

MAIL:

**Dr. Mariusz Ziejewski
Presentation Chair
North Dakota State University
111 Dolve Hall, PO Box 5285
Fargo, ND 58105**

NABIS Conference Svcs.

**PO Box 131401 • Houston, TX 77219
Tel. (713) 526-6900 • Fax. (713) 526-7787
www.nabis.org • conference@nabis.org**

Poster Presentation Guidelines

Overview

These guidelines have been developed to assist participants in preparing and displaying poster presentations at Brain Injury: New Science, Best Practices and Future Innovations, September 22nd through 24th, 2005 in Amelia Island, Florida. We are making every effort to provide facilities, accommodations and layout that will increase exposure and give presenters an effective opportunity to share their work and gain feedback from conference participants. Our goal is to provide a high quality poster session providing exposure, participation and dialogue. Posters will be up for the duration of the conference.

In order to provide a high quality poster session, we have prepared the following guidelines to address poster requirements, recommendations, restrictions and special accommodations that may be needed. Feel free to contact NABIS if you need clarification.

Location and Timing of Posters

All posters will be displayed in the Exhibit Hall. We ask that you put up all posters at the beginning of the conference (Thursday morning, September 22nd, before opening of the exhibit hall at 11:00am) Posters will remain on display through the end of the conference (Saturday September 24th at 12:00pm). This will allow conference participants to view posters throughout the entire conference.

Please note that:

Poster presenters will be responsible for putting up and removing their posters. All posters must be removed by 12:00am Saturday, or they will be discarded.

Presenters are expected to make themselves available during the conference at the times designated for viewing posters.

Posters Specifications

Dimensions

Each poster should be no more than 69-inches wide and 45-inches high and no less than 60-inches wide and 36-inches high.

Composition

Posters should be composed of a lightweight, durable material (i.e., heavy paper, laminated or mounted on foam board).

Display

Easels will be provided by NABIS.

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Content Recommendations

- Provide a succinct abstract. This can be part of the poster, or may be provided separately (recommended). Bring at least 200 copies of an abstract, keeping the original for additional copies if necessary.
- The header on the poster should contain the title, authors name(s) and affiliation. The title should be composed of CAPITAL letters at least one inch high.
- Use the minimum amount of text possible. Only use what is necessary to make your point. Be concise, but answer the basic questions (What, When, Where, How, Why) using the standard format:
 - Introduction (background, statement of problem, purpose/objectives)
 - Methods (experimental design, techniques)
 - Results (data summary, findings)
 - Conclusions (interpretations, implications)
- Organize the material to tell a logical, coherent story.
- Use large, **BOLD** lettering for readability. Use fonts that are easy to read (i.e., avoid fancy fonts). All text should be easily read from a 10 foot (+) distance.
- Use borders or white space to separate sections.
- Avoid large, continuous blocks of text.
- Use figures (graphs, charts and illustrations) (with captions) as much as possible, making sure that they are legible.
- Avoid use of photographs and/or backgrounds that are extremely complex and make text difficult to read; if you choose this style, make your background and/or photograph semitransparent.
- The use of color will enhance poster readability (i.e., for contrast and to highlight important points) and attractiveness. Use muted colors that blend well and do not overpower text or graphics. Aesthetics are an important part of preparing a poster that will attract attention.
- Summarize results/findings. Bullets work well to summarize key points or contributions of the study.
- Keep your poster simple and provide a clear "take-home" message; you can provide details in discussions or during the conference proceedings.
- Consider having supplemental information by your poster (e.g., 8.5" x 14" copies of the poster, business cards, printed abstracts, etc.).

Awards

Awards will be given to the top three (3) poster presentations. Award winners will be announced at the Friday afternoon plenary session.

Helpful Sites for Poster Production

<http://www.ncsu.edu/project/posters/>

<http://fish.washington.edu/computing/posters.html>

Questions?

Contact NABIS at conference@nabis.org or call (713) 526-6900.

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