UTRGV SOM Research Symposium 2024
<u>Final Instructions for Poster Presenters</u>

- **Your <mark>PDF</mark> poster size should be <u>no more than</u> 36 inches wide by 48 inches tall.** Space is limited and posters outside these dimensions can interfere in the presentation of other posters. <u>Do not change the dimensions, Posters outside these dimensions will not be accepted for display.</u>

- <mark>**Posters can be presented only in two methods: in person, or virtually through a video presentation.**</mark>

- **If presenting your poster in person, submit your Final <mark>PDF</mark> Poster, and optional video,** use this **[Submission Form link](#)**. You may need to sign up for a Symposium™ account or reset your password if you have one already. **The link will be live through Feb. 8th.**

  - <mark>All in-person Final Poster PDFs were due by midnight Wednesday January 31, 2024, if you wanted our office print the posters prior to the conference. <u>That deadline has passed</u>. **Final Poster PDFs still need to be uploaded via the [Submission Link](#) by Feb. 8th. For a print version of your poster to present in-person,** you must print your poster in the required dimensions, and either deliver it to the SOM Research Office prior to the event or bring it with you to the conference.</mark>

- <mark>**If not presenting your poster in person, then you are required to upload a Video presenting your poster virtually.**</mark> To upload your **video file,** use this **[Submission Form link](#)**. You may need to sign up for a Symposium™ account or reset your password if you have one already. **Upload your video by Feb. 8th.**

- **The Symposium will take place February 9-10, 2024, at the Mission Event Center.** <mark>All authors and participants must register</mark> through our [registration portal]. Once registered, you will be emailed instructions on how to get your access to our virtual platform, *Symposium™ by ForagerOne.*

- <mark>**All posters will be displayed all day on both days**</mark> for all attendees, judges and poster presenters to view. However, the <mark>**following time slots are designed for Poster Presenters to be at their posters to answer questions by our Judges as they evaluate your posters**</mark>:

  - **<u>Poster Session 1 – Friday February 9th at 12:00pm-12:45pm:</u>** The following poster categories will be evaluated: **Faculty, Staff, Graduate students, and Undergraduate students.** Presenters must be at their posters at this time to answer questions from judges and audience.

  - **<u>Poster Session 2 – Friday February 9th at 4:00-5:15pm:</u>**

The following poster categories will be evaluated: **Medical Students, Residents, Fellow/PostDocs, and High School students**. Presenters must be at their posters at this time to answer questions from judges and audience.

- Judges will use the sessions listed above as the time to ask questions, if necessary. The final PDF posters you submit via the "Submission Form" will be viewable for Judges starting Feb. 5th to provide them an early viewing of your poster and develop any questions.

- Inside **Valencia Hall,** there will be **'Help Station'** where Symposium staff will assist you in locating your poster. **Please arrive 30 minutes prior to your assigned session**, so you can find your poster and be ready.

- The top poster in each category will be recognized with a plaque during the Awards Ceremony at the end of the Program on Saturday February 10th.

- Keep your poster displayed on your assigned poster board until the end of the day on February 10th. Symposium staff will take down all posters and will notify you via email on how you can pick them up later from our McAllen office.

- Poster PDFs and videos of your posters will be viewable through our Symposium virtual site until February 22, 2024. The site provides the ability to post comments below each presentation (LinkedIn style), so Presenters will be able answer them through February 22, 2024.

- For your reference, the Judges will be using the rubric below when judging the posters.

Judging/Scoring

1. Abstract _____
Does the abstract include specific objectives, methods, summary of results, and conclusions?

2. Scientific Merit & Project Design _____
Is a clear research question defined?
Were approaches and methods consistent with the research question?
Were controls included when necessary?
Were analysis tools used appropriate to the project? (i.e. statistical methods)

3. Organization of Presentation & Data _____
Was a logical order followed?
Was text clear and concise? Were illustrations clear and effective?
Were conclusions supported by data?

4. Presenter's Knowledge/ Understanding of the Project _____
Did presenter indicate an appropriate grasp of the research?
Did presenter respond appropriately to questions?
Were implications of results discussed?

5. Presentation Skills _____
Was presenter positive and enthusiastic about the project?
Was presenter clear and audible when speaking?
Was presenter professional and their appearance appropriate?
Was presentation kept to assigned time limit?