



## Michigan Chapter

### **POSTER or ORAL PRESENTATIONS Residents AND Medical Students**

In order to present your abstract for poster or oral presentation you must be a resident/fellow or medical student member of the American College of Physicians.

**Registration is now open.** You **must** register for the meeting to present, go to [www.acpmichigan.org](http://www.acpmichigan.org) for a meeting brochure with full registration information. Registration is now being done through our National ACP offices. You must be an ACP member to register on line.

Only first authors or another resident/medical student co-author are allowed to present.

**Residents** - You have been assigned a day of presentation (Saturday or Sunday). If you need to change, you must find someone in your program willing to switch days. Then you contact the Chapter office – [tlockard@acpmichigan.org](mailto:tlockard@acpmichigan.org), so the change can be made, otherwise, if no one knows, your poster and the person you switched with won't be judged.

All orals are on Sunday and will not be changed.

**Medical Students** – Presentation time is set for Sunday, October 14, and cannot be changed.

The following instructions are provided to help you develop your presentation and prepare for on-site judging.

#### **Poster Presentation:**

Your poster must not exceed 3' H X 4'L in size. There are two posters on an 8' tack board side. Larger posters will not fit for display. Your poster will be reviewed and scored by two judges. You **must be present** at your poster in order to describe your poster to the judges. Due to limited time, judges have about 6 minutes to review your poster. Practice presenting a summary of your case/research in 3-4 minutes and leave 1-2 minutes for questions. If you are not by your poster when the judges come by, your poster may not be scored. Please stay by your poster for the entire judging period as the judges may return for additional review before marking their scores.

Posters will be reviewed and judged between 4:00 AM – 6:00 PM (Residents) on Saturday, October 13<sup>th</sup> and 1:00 PM – 3:00 PM on Sunday, October 14<sup>st</sup> (Residents and Medical Students). You must be ready and waiting at your poster by the start times. Posters can be hung up beginning 2 hours before start times.

Please review the scoring worksheet that will be used by the judges based on the category of your presentation. You should make it a point to address all of the areas when you prepare and present your poster in order to score well.

Additional information on how to prepare for your presentation can be found by visiting the national ACP website at [http://www.acponline.org/residents\\_fellows/competitions/abstract/prepare/](http://www.acponline.org/residents_fellows/competitions/abstract/prepare/)

Case Report	Score
Clinical Significance (20)	
Case Description (20)	
Presentation (20)	
Discussion (20)	
Overall (20)	
<b>Total Score (100)</b>	

Research/EBM/CQI	Score
Introduction and Significance (20)	
Methods (20)	
Results (20)	
Discussion (20)	
Overall (20)	
<b>Total Score (100)</b>	

**Oral Presentation – Residents Only:**

Oral presentations will be from 3:00 PM – 5:00 PM on Sunday, October 14<sup>th</sup>. Your assigned room will be available at the conference. The total duration of your presentation will be 10 minutes – 8 minutes for presentation and a minimum of 2 minutes for questions. Responses to questions posed by judges are very important in evaluating your presentation. The judges in the room have a 30 second board that they will hold up when you are out of time. Your presentation will end when your time is up.

Your slides must be in Microsoft PowerPoint and stored on a USB flash drive. Please have at least one additional back up copy with you on another USB flash drive or CD media. **You should go to your assigned room prior to your session to load your presentation on the computer.** The computers will be available in your presentation room.

**We are not able to display presentations that are on your own laptop computers.**

A panel of two judges will score your presentation. Please review the scoring worksheet that will be used by the judges based on the category of your presentation. You should make it a point to address all of the areas for which scores are assigned in order to score well.

Additional information on how to prepare for your presentation can be found by visiting the national ACP website at [http://www.acponline.org/residents\\_fellows/competitions/abstract/prepare/](http://www.acponline.org/residents_fellows/competitions/abstract/prepare/)

Case Report	Score
Introduction (20)	
Case Description (20)	
Clinical Significance (20)	
Discussion (20)	
Overall (20)	
<b>Total Score (100)</b>	

Research/EBM/CQI	Score
Introduction and Significance (20)	
Methods (20)	
Results (20)	
Discussion (20)	
Overall (20)	
<b>Total Score (100)</b>	

For additional information please contact:

Thea Lockard, ACP Michigan Chapter Office

[tlockard@acpmichigan.org](mailto:tlockard@acpmichigan.org)