

# 1<sup>ST</sup> SURGICAL ONCOLOGY ADVANCED PRACTITIONER CONFERENCE

APRIL 13 – 14, 2018

MARRIOTT MEDICAL CENTER, HOUSTON, TX

Co-sponsored by Association of Physician Assistants in Oncology (APAO) and MD Anderson Cancer Center Division of surgery

## **POSTER SUBMISSION INSTRUCTIONS**

Thank you for your interest in poster submissions for the first surgical oncology advanced practitioner conference. The purpose of this poster session is to provide a broad educational overview of the latest advances in surgical management of solid tumors and the role of APP in clinical practice.

### **Critical Dates:**

- February 16, 2018 –Poster Abstract Deadline
- March 1, 2018 –Notice of Poster Acceptance by email

### **Abstract Submission Guidelines:**

- All abstracts must be no greater than 300 words.
- All abstracts must have at least 3 learning objectives.
- All poster authors are required to complete a disclosure form upon acceptance to present.
- All submissions will be reviewed by the poster planning committee to ensure guidelines have been met.
- Three categories or topics to consider for poster presentation:
  - Interesting case studies (not previously published)
  - QI or PI projects; collaborative practice and APP utilization or roles
  - Previously submitted posters:
    - Must be recent (<2 years)
    - Cannot be published material
    - You must cite and reference the previous presentation
    - This category is not eligible for best poster award

### **Abstract Submission Process:**

- After you have finalized your abstract, please submit through a link on the conference website, or scan the QR code below.

- You may also access the Abstract Submission Form using the following link:

[http://mdanderson.co1.qualtrics.com/jfe/form/SV\\_23HjWohu7a6viXH](http://mdanderson.co1.qualtrics.com/jfe/form/SV_23HjWohu7a6viXH)

<http://bit.ly/2ktYvez> - (case sensitive)



- The primary/submitting author will receive an email message on March 1, 2018 confirming the acceptance status of the abstract.
- All accepted poster presenters must register for the conference and will receive a \$50 discount.

#### **Poster Materials:**

- Poster boards will be provided by the Marriot Medical Center Hotel. Each poster board will measure 8 feet wide and 4 feet high. Posters should not exceed this dimension and should be horizontal in orientation. Please allow for some margin.

Recommended Poster Sizes:

- 48" w x 36" h (122cm w x 91cm h)
  - 60" w x 36" h (152cm w x 91 cm h)
  - 72" w x 36" h (183cm w x 91 cm h)
- We recommend a dark font on a light background.
  - Poster set up will take place on April 12, 2018 starting at 5 PM.
  - Posters will be available to view throughout the conference from April 13 – April 14, 2018.
  - Be prepared to present your poster in Q&A moderated poster sessions noted on conference schedule.
  - Best Poster award announcement will take place on April 14, 2018 (TBA). You can breakdown your poster any time after the award announcement.
  - The conference will not be responsible for posters left behind.

#### **Contact Information:**

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