

Poster Abstract Submission Guidelines

KAPA invites you to submit a poster abstract for presentation at the 2018 Annual CME Symposium.

PA Student and pre-PA Student members and nonmembers may submit a poster abstract using the online system. The process is fully automated and easy to follow. Each poster abstract is submitted individually. All submissions will be given to opportunity to present their posters on Friday, November 2, 2018. The poster viewing times will be:

Friday, November 2, 2018

7:00 a.m. – 8:00 a.m.

10:00 a.m. – 10:30 a.m.

12:30 p.m. – 1:30 p.m.

General Poster Abstract Criteria

Before writing your abstract please read this entire document and review the online submission form. KAPA highly recommends you then write, proof and save your abstract in a Word document first. This will save you time, ensure the character count and spelling are correct and will avoid your browser timing out of the session, causing you to start over. Then copy and paste from your Word document into the appropriate fields on the form. Poster abstracts are not edited for content. Be sure to double-check your poster abstract for typographical or grammatical errors before submitting. Please avoid the use of all capital letters when completing the submission form (turn off the Caps Lock feature). If you experience any difficulty with the fields in the abstract submission form not working properly, it may be the browser you are using. If you are using Internet Explorer, you may want to try a different browser such as Google Chrome or Mozilla Firefox.

Research Poster Abstract Criteria

Research poster abstracts should include the following key elements:

- Purpose — What was the intent or goal of the study? What did you want to learn? (Limit 500 characters, including spaces)
- Background/Significance — What was the problem and why was it important? What knowledge are you building on? (Limit 500 characters, including spaces)
- Method — What was the design? What was the sample? What instruments were used? How was data collected and analyzed? (Limit 700 characters, including spaces)
- Results — What were the findings? (Limit 700 characters, including spaces)
- Conclusions — What do the findings mean? (Limit 500 characters, including spaces)

The online submission form accepts only basic text. Please avoid entering special characters, symbols, charts or graphics within the abstract text. When entering your poster abstract information, note the text character limits indicated for each section. Poster abstracts are limited to a maximum of 4 authors, including the primary author. Primary authors may not transfer their status to a co-author once the poster abstract has been submitted. Please assure that all email addresses for the primary author is accurate.