



Presentation Guidelines for Poster Award Finalists

Congratulations on being selected as a finalist for an AAA Poster Presentation Award! As a finalist, you will present your poster on the virtual website plus present your poster to the award judges virtually (via Zoom). AAA's Committee for Early Career Anatomists (CECA) will be judging your poster and presentation. You will be competing against other finalists in your category for a first-place prize of \$400 and second place prize of \$150. The award winners will be announced the week of May 3rd (after the annual meeting)

Postdoctoral Poster Presentation Award Finalists

Graduate Student Poster Presentation Award Finalists

Student/Postdoctoral Education Research Poster Presentation Award Finalists

Sponsored by Anatomical Sciences Education

Undergraduate Student Poster Presentation Award Finalists

Following are some guidelines and tips for you to follow in making your presentation, the criteria on which you will be judged, and some other key items for you to note. There are 2 parts: 1. your poster and audio recording on the EB website and then 2. your poster presentation on Zoom for the Award Judges. Please feel free to contact Colby Shultz of the AAA staff in advance of the meeting if you have any questions (cshultz@anatomy.org). Best of luck in your presentation!

1. Poster PDF and Audio Recording on [EB Website](#)

Format - For the EB website, you will have to upload a pdf of your poster. Format your poster using an aspect ratio of 16:9 in landscape orientation, 1 page poster pdf. See the [EB website](#) for more information. You have the option to add the [AAA logo](#). We do not have a specific format for you to use.

Audio Recording - Poster authors have the option to record a 5-minute audio presentation to go with their poster on the EB website. Doing an audio recording is optional, but highly recommended for the poster award finalists to help increase visibility. Instructions are available on the EB website or on the Cadmium Poster Portal

Do I have to be available at a specific day and time to present my poster on the EB website?

No, AAA does not have required poster manning times in this virtual meeting, but we ask that you promptly answer questions from attendees about your research as they are received.

Will I have an opportunity to answer questions on my poster?

Yes. Attendees can post a question in your poster's Q&A area. You will receive an email alert that you have a question. You can log back into the portal to answer the questions. All attendees will

see these Q&As. Attendees can also reach you via the EB People Finder feature and send you private written chat messages or request a time for a video chat.

2. Poster Presentation on Zoom for Award Judges (this is what you will be scored on)

You will need to sign up for a time slot through the Calendly link that will be sent to you for your award judging group. Each time slot is 15 minutes long and that will allow for introductions, your 5-minute presentation and then Q&A. Below is information that you will need for your presentation. Please review the scoring rubric below. The judges will be scoring you based on the criteria in the rubric.

Length - you should be prepared to speak for a maximum of 5 minutes to explain your poster. Points will be deducted from your score (see Scoring rubric – below) if you go over time. **This one is very important.**

Slides – You will be able to share your screen on Zoom to present your poster to the judges. We realize that it will be hard for the judges and you to see all the details on the screen, so we will allow each presenter to have a maximum of 5 slides. The speaker will start with the full poster slide in the beginning while the introductions are going on. The timer will start after the introductions. We recommend the following format for slides 1 – 4 and then end with the full poster again. Keep the full poster slide up during the Q&A for the judges to reference.

INTRO BY HOST: Whole poster on the slide
(Timed presentation in the following format not to exceed 5 minutes)

Slide 1: Introduction/Aims/Hypotheses

Slide 2: Methods

Slide 3: Results

Slide 4: Conclusions/Significance/Implication

Slide 5: Whole Poster (repeated)

Student/Postdoc Poster & Oral Presentation Scoring Rubric

Award Judges will use the following criteria in judging poster and oral presentations: (50 points max.)

1. **Timing, poise, and clarity of presentation (10 points):** 5 points for timing; no points are given if over allotted time (orals = 12 min., posters = 5 min.; excluding questions). 5 points for clarity and poise of presentation; the work was explained clearly, at the appropriate level, and in a style that was engaging to the audience.
2. **Aesthetics and clarity of display (10 points):** The poster or oral presentation followed a logical order, was attractive/appealing, and comprehensive and complete.

3. **Scientific Merit (20 points):**

- Introduction (5 points): The research question/hypothesis/objective/purpose was clearly stated. The scope and indication of study need were presented.
- Methods (5 points): The approach/method(s) for answering the research question was stated clearly and was appropriate for the study. The methods were sufficiently described to understand the study protocol.
- Results/Conclusion (5 points): The results were clearly stated and placed in their appropriate context. The principal conclusions were concisely stated and supported by study's findings. For descriptive works (e.g., case studies), the presenter discussed the feasibility, uniqueness, and/or limitations of the work and how the project could be viable for future research.
- Communication/Significance (5 points): The author effectively communicated the significance of the results and indicated the implications of the findings.

4. **Breadth of Scientific Knowledge (10 points):** The author had overall content knowledge and the ability to answer questions (i.e., can speaker think critically about and discuss the topic beyond the presented work).