



Call for Submissions of Abstracts for Posters

Submission Guidelines

Submission Deadline: All poster abstract submissions must be received no later than **Monday, December 4, 2023, 11:59 pm ET**. Late or incomplete submissions will be ineligible for review.

Submission Topics: Authors are encouraged but not required to submit poster abstracts in one of the following categories:

- Innovations in Preventive Medicine
- Community and Population Health
- Clinical Preventive Medicine
- Global Health

Poster topics addressing occupational medicine/employee health and productivity, environment health, military health, aerospace medicine, as well as general preventive medicine or public health topics are also welcomed.

Submission Requirements

- Each abstract is limited to a maximum of **300 words** (overall word limit combining all 6 sections outlined below). Please note that the system allows for more than 300 words, however, only submissions of 300 words or less will be accepted. **Any submission received with more than 300 words will not be considered.** Please complete each section carefully; incomplete or insufficiently completed sections will not be scored highly.
- **Background:** Preventive medicine/public health issue that is addressed by the study. It should include what is known and what is not known about the topic you are highlighting. **This section must include the objective(s) of the study.**
- **Methods:** Study design and analysis
- **Results:** Key findings from the study
- **Conclusions:** Main generalizable statement resulting from the study, take-home message
- **Public Health Implications:** Potential uses of this study for science, policy, programs, public or provider education

- Data Source Utilized: Where the data in the study came from
- Authors and co-authors are required to submit a financial disclosure form

Sample accepted abstracts from previous conferences are available for review [here](#).

Abstract Submission Process

- Scientific Poster abstracts must be received via the Conference Portal by **Monday, December 4, 2023, 11:59 pm ET**.
- Emailed, or mailed scientific poster abstract submissions will **not** be accepted, they must be submitted via Conference Portal.
- Poster abstract submissions may be edited up to the deadline date of **Monday, December 4, 2023, 11:59 pm ET**.
- Submissions will be considered ineligible for review until they are complete.
- If you are a trainee in a training program (e.g., medical/graduate school, residency, fellowship), your residency director (or mentor if not in a residency program) must review and approve your abstract before submission.
- All poster presenters are required to register and attend the meeting in person (unless the conference goes fully virtual, then virtual attendance is required). ACPM will not cover registration or travel fees incurred by poster presenters.
- Poster abstracts selected for the conference must be presented by the first author only; no substitutions or exceptions.
- Presenters may not use their conference presentation to market products or services and should use product-based or generic names wherever possible.

If you have any questions about the submission process, please contact Lorraine Yeung: Poster Review Committee Chair at lyeung@cdc.gov

Poster Abstract Review and Selection: All submissions will be reviewed by members of the ACPM Poster Review Committee. All submissions undergo blinded peer review and must comply with the requirements outlined above. Authors of accepted submissions will be notified of the results in **February**. Reviewers' scoring will not be shared with authors.

Abstracts are selected on the basis of scientific merit and will be arranged to fit into the overall conference structure. Guidelines of poster presentations will be provided to authors of accepted submissions.

Criteria for Evaluation of Poster Abstract Submissions

- Submission includes a maximum of 300 words.
- All sections of the submission are fully completed and address the scientific question posed.
- Objectives of the scientific study need to be clearly stated in the Background and are clear and consistent with the principles and methods of preventive medicine and public health.
- The scientific study was performed using rigorous scientific methods.
- Results/outcomes are described and are relevant to the professional practice of other meeting participants.
- The scientific poster will contribute to the overall conference theme.
- The topic is relevant to preventive medicine and public health.

Poster Presentation Guidelines

- Poster presenters will be required to set up and take down their posters in the poster hall. A poster board and thumb tacks will be provided.
- The poster should be no more than 6' wide x 4' tall. Posters will hang from the display boards with thumb tacks, which will be provided at each poster station. Be sure that your poster contains font size big enough so that readers can read the poster from at least 3 feet away.
- Detailed information, including a set up and take down schedule, will be provided to all poster presenters after notification of acceptance.

Scientific Award: Recognition for outstanding poster presentations will be announced at the conference Award Ceremony, the final day of PM24. First authors of abstracts selected for poster presentation are eligible to receive an award.

Recognition Criteria: Selection criteria for scientific awards include demonstration of rigorous scientific methodology, clarity, original and creative graphic design, and relevance to preventive medicine and public health. Certificates of recognition and monetary award will be mailed to the awardees (first author of the abstract in each award category) at the conclusion of the meeting.