Dear Faculty and Students,

This message serves as the official notification that the 25th Annual Student Poster Day will take place on Friday, April 22nd from 9:00am-1:30pm.

1) Abstracts must be submitted no later than April 4th, 2016 at 5:00 PM

- The maximum word count for all abstracts is 250 words.
- The abstract submission form must be filled out in its entirety. This is the only valid entry form; no other formats will be accepted. (Keep in mind that you cannot save and return to this form later, so it is highly recommended that you record all the necessary information in a text document prior to starting the form.)
- Abstracts must be submitted no later than Monday, April 4th, 2016 at 5:00 PM to sph06@albany.edu.

2) Poster Presentations

- Posters should be sized no larger than 34 inches in height by 40 inches in width.
- All posters should be printed with a minimum of ½” margins all around to prevent the printed page from being cut off.
- It is recommended that posters have a white or light background color. Dark backgrounds typically do not print well at most locations.
- Poster printing is to be completed by the individual. The School of Public Health, Cancer Research Center and the Wadsworth Center do not have poster printing services available.

The following information is very important:

- It is the responsibility of each individual department to determine who is required to submit an abstract and present a poster at Student Poster Day.
- All 2nd year MPH Students planning to graduate in May must submit an abstract and present a poster at Student Poster Day to satisfy their internship requirement. Questions regarding the fulfillment of the internship requirements, such as whether a poster needs to be presented, and only the fulfillment of the internship requirement should be directed to Katrina Chamberlain at kchamberlain@albany.edu.
- Students should frequently check the Student Poster Day webpage and Student Events Listserv for updates regarding SPD and poster printing.
- MPH Faculty advisors who have a student advisee presenting at Poster Day are required to attend and complete a written evaluation form (attached here and also supplied at the event) of the student’s poster and presentation of the experience.
- Project and research mentors are also strongly encouraged to attend.

Any questions regarding abstract submission or Student Poster Day in general should be directed to sph06@albany.edu.