

## GRADUATE STUDENT POSTER DAY: ABSTRACT AND POSTER PREPARATION

*Abstracts are to be submitted electronically at the 2004 Poster Day web site*  
<http://www.albany.edu/sph/poster/>

### **DEADLINES –**

***All abstracts must be submitted online by:***  
***Friday April 2nd, 2004***

#### ***SPH Poster Day Abstract Submission:***

Abstracts for Poster Day are to be submitted online at the site <http://www.albany.edu/sph/poster/>. Fill in all fields. No phone numbers or email addresses will be shared for any other purpose than to allow the committee to have contact with you concerning Poster Day and your abstract. (*i.e.* this information will not be distributed to others). The abstract is to be limited to **250 words**. This limit includes small words, separate numbers, references, and acknowledgments. No continuation pages, illustrations or tables are to be included as part of the abstract. Use references sparingly, if at all, and cite according to the form used in *Index Medicus*. Use standard abbreviations, using the whole word the first time, followed by the abbreviation in parentheses.

All abstracts must be submitted in plain text in the space provided on the online form. It is encouraged that this be the only submission. If you feel your abstract has to contain special characters (italics, super- and subscripts, Greek letters, degree symbol, *etc.*), then also write your abstract using such special characters as an Adobe Acrobat pdf file. The pdf file must be named using your last name and the last 4 digits of your student ID number (e.g. smith4389.pdf) and attached to an email. The pdf file you submit can contain a title using special characters, which will not count against the 250-word limit. Before sending the file, please be certain that it fits within the required space (see Page 3 of this document.) Send the email with the pdf attachment to:

[statsac@albany.edu](mailto:statsac@albany.edu)

#### ***Delta Omega Award Abstract Submission:***

Delta Omega is the Honorary Public Health Society whose purpose is to encourage scholarship and research among persons undertaking graduate study in the science of public health. Delta Omega will be sponsoring a poster session during the next American Public Health Association (APHA) Conference in Washington, D.C. (Nov. 6 - 10 2004). Alpha Gamma is the Delta Omega chapter at the University at Albany, School of Public Health. Each chapter can nominate one student to participate in the Delta Omega poster session at the APHA meeting. The winner will receive \$500 toward travel to the meeting. Be sure to check the box at the online site if you want to be considered for this award. **The abstract text must include a description of: the research study objectives and significance, data, methods, results, conclusions, and the project's relevance to public health.** A student will be selected for the conference and notified in time to complete paperwork for submission to Delta Omega and APHA. For more information contact Nancy Wade, M.D., M.P.H. at 473-7922 or email at [naw02@health.state.ny.us](mailto:naw02@health.state.ny.us).

***Technical problems making submissions should be directed by email to:*** [statsac@albany.edu](mailto:statsac@albany.edu)

***General Questions about making a submission can be directed to either:***

Dr. Howard Stratton  
Department of Biometry &  
Statistics  
University at Albany, SUNY  
One University Place, Rm. 150  
(518 402-0395)  
[hstratt1@nycap.rr.com](mailto:hstratt1@nycap.rr.com)

Dr. Ben Shaw  
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HELPFUL HINTS: POSTER PREPARATIONS  
FOR THE SCHOOL OF PUBLIC  
HEALTH STUDENT POSTER DAY

Your illustrations will be viewed from a distance of 3 feet or more; therefore, your lettering should be about    inch high and in bold type (approximately 16 points if professionally done). See samples below:

Sample - 16 type      Sample - 18 pt type

Illustrations are to be thumb-tacked or Velcro-ed to the poster board; so, you may wish to mat photographs and artwork on 10" x 12" cardboard or construction paper. Please bring your own thumbtacks or Velcro.

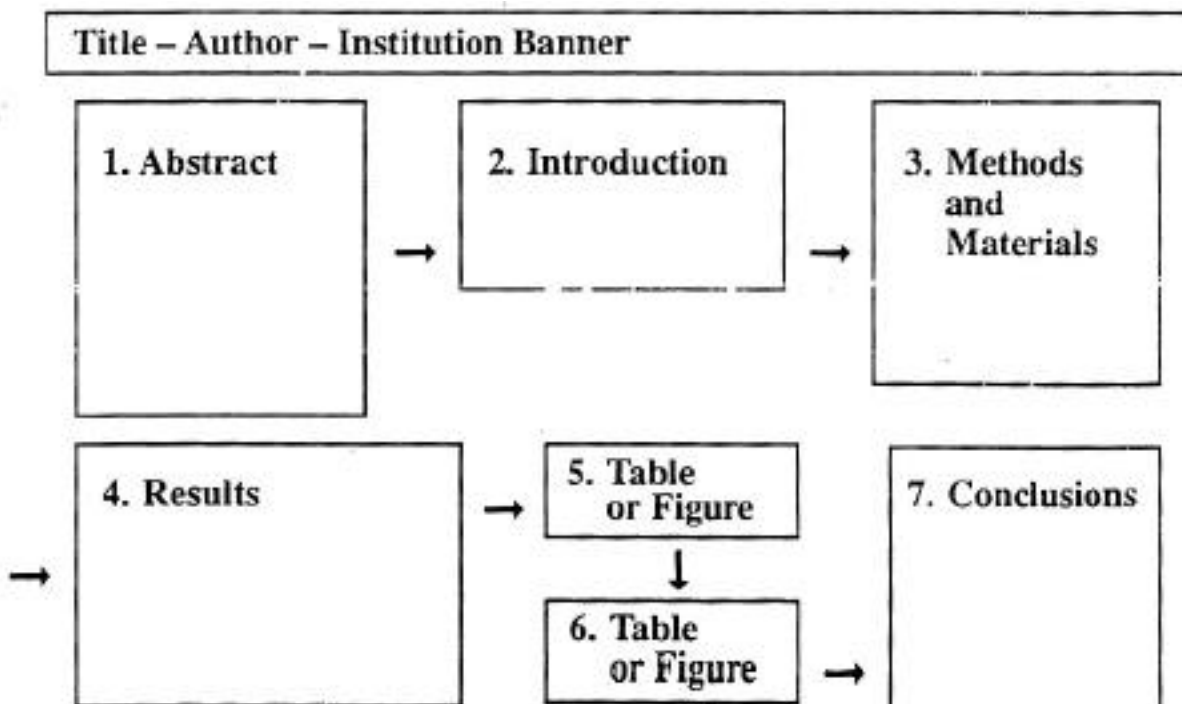
Charts, drawings, and illustrations can be similar to slides but without unnecessary detail.

Try to keep everything as simple as possible.

Avoid 'arty' or ornate presentations. Keep captions brief and make labels clear.

(Indicating the sequence of material presented by arrows, numbers, or letters is helpful to the viewer. See example below.)

Try to make your poster self-explanatory. This will leave you free to supplement information, answer questions, and become involved in more in-depth discussion.



If you are submitting your abstract in a pdf file, please print the box below. Before sending the pdf file, please print it and confirm that the entire abstract fits within the boundaries of the printed box. If your title requires special characters or formatting, it may be included in the .pdf file. The title would not count against the 250-character limit, but ***both the title and abstract must fit within this same space.***

