

# PEDIATRIC ACADEMIC SOCIETIES

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2006 PAS Annual Meeting  
April 29–May 2 • San Francisco, CA

## Poster Presentation Guidelines

Posters will be presented during 4 sessions. Sessions will be held at the Moscone West Convention Center in the Exhibit Halls located on either Level 1 or Level 2 (your notification indicated on which level your poster is to be presented). The time, date and poster order are noted on the notification that was emailed to the contact author. Please be prepared to remain by your poster for the time specified below and discuss research personally with interested individuals. Posters may consist of brief introductory statements and conclusions, graphs, diagrams and photographs. **Pushpins and your assigned poster order number will be provided.**

### Poster Preparation

The poster board is 4' high and 8' wide. Posters may be prepared from individual, backed pieces or photocopied on a single sheet. Prepare a sign for the top of your poster space indicating its title, authors and institutions. The lettering for this section should be at least 1" high. **Include your abstract in the upper left corner of the poster board.** All illustrations should be made up beforehand. Bear in mind that these must be read from distances of about 3' or more. Charts, drawings and illustrations might well be similar to those you would use in making slides. Mounting material for illustrations or poster segments should be firm, but not so heavy it will be difficult to secure in place on the poster board. Hand lettered material should contain bold lettering at least 3/8" high. Shade block letters where possible. Keep illustrative material simple. You will find it useful to have on hand a tablet of paper as well as one or two felt marking pens.

Presenters are required to make disclosure at the beginning of their presentation identifying commercial relationships/interests in addition to any discussion of off-label use. **Presenters must disclose to the audience all the information.** This disclosure must be stated at the beginning of any oral presentation and also stated at the top (near where the introduction would be) of your written poster presentation

### Poster Session Schedules

| Date               | Set Up<br>(all posters) | Available<br>for Viewing | Author<br>Attendance Required   | Remove Posters<br>(All posters) |
|--------------------|-------------------------|--------------------------|---|---------------------------------|
| Saturday, April 29 | 3:00 pm – 4:00 pm       | 4:00 pm – 7:30 pm        | 5:15 pm – 7:15 pm   | 7:30 pm – 8:00 pm               |
| Sunday, April 30   | 9:00 am – 11:00 am      | 11:00 am – 4:00 pm       | 12:00 pm – 2:00 pm<br><i>Please leave posters<br/>in place until 4 pm</i> | 4:00 pm – 4:30 pm               |
| Monday, May 1      | 9:00 am – 12:00 pm      | 12:00 pm – 6:45 pm       | 5:15 pm – 6:45 pm   | 6:45 pm – 7:15 pm               |
| Tuesday, May 2     | 7:30 am – 10:00 am      | 10:00 am – 2:00 pm       | 12 noon – 1:30 pm   | 1:30 pm – 2:00 pm               |

**\*\*You are responsible for removing your poster immediately following the end of the viewing time listed above\*\***  
*Management accepts no responsibility for posters left on boards.*

Posters should be in place at least 15 minutes before the viewing start time  
Authors will not be allowed in the poster hall area prior to the set-up times  
A meeting registration badge is required to enter the poster hall area

**Suggested format for posters can be found on the PAS Website ([www.pas-meeting.org](http://www.pas-meeting.org))**

Marathon Multimedia, Call4Posters, who, for a fee, can assist poster presenters with the production of their posters, may contact you. Should you not be interested in this service, disregard any email they may send. Visit our website for information.