

# FOTA21 Student Poster Guidelines

Submission Deadline: July 15, 2021



The FOTA conference is Saturday November 13 - Sunday November 14, 2021 and is a virtual event.

To submit as a student, you should be a current OTA or OT student. If you are a current OTA who is going to school for OT, you register as an OTA student. If you are a current OT who is attending school for a post professional doctorate in Occupational Therapy, you register and submit as a professional and are not eligible to compete with non practitioner students.

1. **Poster Schedule:** The submitters will present in advance of the conference to the judges and again to conference attendees on November 13-14, 2021.
2. **Submit your proposal** online at [www.flota.org](http://www.flota.org) by July 15, 2021. You **MUST** include:
  - a. A descriptive title for the poster - **Do Not Use All Caps**. Title should not exceed XXX characters.
  - b. Primary student name, e-mail and phone contact. The primary student will be the single point of contact from FOTA.
  - c. Names, e-mails and phone contacts for up to four (4) additional students per poster
  - d. School affiliation and school address
  - e. Faculty advisor name and credentials
  - f. Faculty advisor e-mail and phone contact
3. **Submit poster information:**
  - a. Abstract: this is a descriptive overview of your poster (max 70 words)
  - b. Learning Objectives for attendees (3 learning objects & max 200 words)
  - c. References: APA citation of resources used
4. **Poster Review:** The Conference Education Committee reviews all student poster proposals. Upon revision completion, submission will be approved and accepted and all accepted poster submissions will be notified.
5. All **student poster presenters MUST register for conference** online at [www.flota.org](http://www.flota.org). Students must register for the conference. Student poster presenters qualify for a discounted conference presenter rate. Students are encouraged to register before the early bird deadline; after the deadline, all registration fees are increased. Visit [www.flota.org](http://www.flota.org) for details.
6. **Poster Prep:**
  - a. Research poster: include a descriptive title, presenter(s) name(s), school affiliation, an abstract, introduction, materials, methods, and conclusions or results.
  - b. Non-research poster: include a descriptive title, presenter(s) name(s), school affiliation, an abstract, introduction, content, and conclusion.
  - c. Posters will be on a PPT or similar format and a template will be provided for you in advance. The template will have a title/presenter page, a sponsor page and course ID#. You can add up to 5 pages to present your data.

- e. The poster should be self-explanatory, but don't load it down with large amounts of methodological details, or lists of references. Observers can ask you about these things directly.
- f. Prepare a presentation of no more than five minutes (preferably two to four minutes) to quickly walk interested parties through your poster.

**7. Poster Judging / Presentations:**

- a. Poster viewing/presentation sessions are scheduled after the judging has concluded.
- b. For viewing/presentation sessions (1 CE), there should always be at least one presenter with the poster at all times during the entire poster session to which you have been assigned
- c. Awards: There will **be 6 awards presented:** Best Overall Poster (OT Student), Best Overall Poster (OTA Student), Soul of OT, Dynamic Presentation, Scientific Rigor and Visually Engaging.

**Submission Instructions** Proposals may be submitted through 11:59 pm EST, **July 15, 2021**. Proposals will only be accepted through the online process.

**ALL conference presenters:**

**Must** register for conference online at <http://www.flota.org/>. Conference presenters are eligible for a reduced presenter registration fee. FOTA members are eligible for an additional discount.

Awards and recognitions will be presented to winners on Sunday, November 14, 2021.

If you have any questions, contact Student Poster Chairperson Melissa Sevestre at [msevestre@keiseruniversity.edu](mailto:msevestre@keiseruniversity.edu).