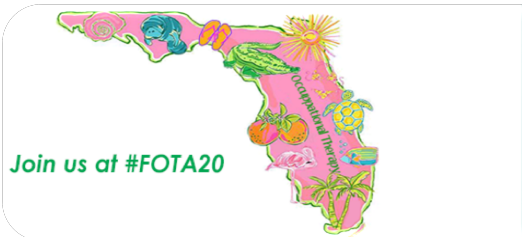


FOTA20 Student Poster Guidelines

Submission Deadline: July 17, 2020



The FOTA20
FOTA
Conference
Saturday & Sunday
11.14-15.20
Orlando, Florida

The FOTA conference is Saturday November 14 through Sunday November 15, 2020 at the Renaissance Orlando at SeaWorld® 6677 Sea Harbor Drive, Orlando, Florida 32821.

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 student poster viewing/presentations are scheduled in three sessions, each session will present to judges (1 hour), then will present to conference attendees (1 hour). The sessions will be held Saturday & Sunday, November 14-15. The awards will be presented on November 15. The poster session will be announced with the final conference schedule.
2. **Submit your proposal** online at www.flota.org by July 17, 2019. You **MUST** include:
 - a. A descriptive title for the poster - **Do Not Use All Caps**.
 - 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. 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 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. Create your poster so that all letters and diagrams are large enough and legible from a minimum of 6 feet. Use colors, symbols, and schemes to improve clarity and emphasis. Suggested letter size is a minimum of 1 inch for the title and a half inch (.5 inch) for names and section headings.
 - d. The posters will be viewed while supported on an artist easel. Posters **must** have a hard and steady back for support, with approximate dimensions of 3' high x 4' wide. Please bring your own supplies. You can print your poster and pin on a piece of cardboard or foam board that you supply.

- 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. In the spirit of poster presentations and to have an equal footing for all presenters, no audiovisual or other technology support may be used.
- b. You will have access to the **viewing/presentation room** to set up your poster prior to the judging session. Poster judging is scheduled for one hour. You will have approximately 8 minutes to present to the judges.
- c. Poster viewing/presentation sessions are scheduled after the judging has concluded.
- d. There are three viewing/presentation sessions this year. Refer to Conference Program for specific room assignments.
- e. Because FOTA offers continuing education credits during poster 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
- f. 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 17, 2020**. 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 15, 2020.

If you have any questions, contact Student Poster Chairperson Melissa Sevestre at msevestre@keiseruniversity.edu.