

PCOM MEDNet Poster Session
2019 Annual POMA Clinical Assembly/Convention
Valley Forge Convention Center, King of Prussia, Pennsylvania
Thursday, May 2, 2019

INSTRUCTIONS FOR AUTHORS

General Information

1. **Morning session:** posters must be displayed from 9 a.m. to 12:30 p.m.**
*presenters must be available at their posters from 9:30 a.m. to 11:00 a.m.***
- Afternoon session:** posters must be displayed from 12:30 p.m. to 4:00 p.m.**
*presenters must be available at their posters from 1:00 p.m. to 2:30 p.m.***
- **Times subject to change***

ONE different presenter for **EACH** poster (no exceptions).

2. Abstracts must be submitted online to Melanie LaPenta, Manager, Graduate Medical Education: melanieke@pcom.edu **no later than January 8, 2019.**
3. If an abstract has previously been submitted to other meetings, specify on a separate page the event(s) and provide the date(s).
4. The limit is 250 words (does not include Title, Authors and Affiliations).
5. The PCOM MEDNet Research Committee will review each submission and inform all first authors of the decision no later than **February 15, 2019.**
6. After receiving notification of abstract approval, the presenter must forward the registration fee of \$50 (made payable to PCOM) with a printed copy of the APPROVED abstract by March 2, 2019 to Melanie LaPenta, Manager, GME, PCOM MEDNet, 4190 City Avenue, Philadelphia, PA 19131-1693. **Registration fee waived for Members of PCOM MEDNet and LECOMT.**

Abstract Preparation: please note that those NOT submitted in proper format WILL be returned & MUST be re-submitted within 48 hours.

1. Use single spacing on the template (see next page). Not PDF – only Word document.
2. Abstract TITLE:
a. Indicate RESEARCH or CASE REPORT
b. must be in 10 point **UPPER CASE BOLD** in Times New Roman.
3. Presenting author is indicated by an underline. All other co-authors are not underlined.
4. All authors are represented by 1st and 2nd initial followed by surname and highest professional degree.
5. Each author's respective affiliation is to be indicated with a superscript number which corresponds to the list of affiliations, e.g., M J Brown¹, DO, G L Smith, MD², etc.
- List affiliations as follows:
1. Department of Internal Medicine, Blank School of Medicine, City, State.
2. Division of Cardiology, Blank Medical Center, City, State
6. Subtitle Format: **Introduction; Methods; Results; Conclusion -- in BOLD.**
All text must be in – as appropriate – upper and lower 10 point Times New Roman but not bold.
7. Do not include references.
8. Only text is to be presented -- no pictures, tables or graphs.