2020 DCMAND Annual Meeting
The National Union Building
918 F Street NW, Washington, DC 20004
Friday, April 17, 2020

STUDENT POSTER SESSION:
Guidelines for Abstract Submission and Poster Layout

POSTER SESSION OVERVIEW

DCMAND invites undergraduate students, graduate students, and dietetic interns to submit abstracts to be considered for presentation at the Student Poster Session of the DCMAND 2020 Annual Meeting on April 17, 2020.

Abstracts will be accepted for the following three poster categories: Research, Case Reports, and Project/Programs. All abstracts must be submitted electronically using the Abstract Submission Form for the appropriate poster category (see Appendix I).

The completed Abstract Submission Form must be emailed to the DCMAND Student Representative Jennifer Krasilovsky at student@eatrightdc.org. Electronic abstract submission is due no later than February 28, 2020 at 11:59 PM EST. Up to 15 abstracts will be accepted for the Student Poster Session. Abstracts not meeting the requirements outlined in the Abstract Submission Form or with significant grammatical mistakes may be disqualified. Students will be notified of their acceptance status by Friday, March 13, 2020 at 11:59 PM EST.

On the day of the Annual Meeting, presenters must set up their posters by 7:45 AM. Posters will be judged from 8:00 - 8:30 AM before the meeting begins, and students must be present to discuss their posters with the judges during this timeframe. The winners will be announced during the awards ceremony at the Annual Meeting.
The following three types of abstracts will be accepted:

1. **Research** abstracts including a brief description of the author’s original research methodology including design, subject characteristics and procedures, major findings, and conclusions or implications for dietetics practice.

2. **Case Report** abstracts including detailed analyses of a person or group with a particular disease or condition, noting the characteristics of the disease or condition.

3. **Project / Program** abstracts containing information about the need or purpose for such a program, project, or tool development; the theory or previous research upon which it is based, or setting for its use, if appropriate; the unique characteristics of the project, program, or tool; the characteristics of subjects or the target audience involved; and the type of evaluation or proposed use for the tool or instrument developed.

**ABSTRACT SUBMISSION GUIDELINES**

1. Abstracts may have been previously published, printed, or presented before the 2020 DCMAND Annual Meeting and must address nutrition-related topics.

2. Abstracts will be accepted from DCMAND members and non-members. Authors are permitted to submit and present more than one abstract if accepted.

3. Abstracts should be no more than 250 words in length and should be formatted following the appropriate abstract category template (see Appendix I).

4. Abstracts with data/outcomes not yet finalized by the February 28th deadline are encouraged to submit. In lieu of results, please include a detailed description of evaluation and data analysis of research in the abstract.

5. Submit an electronic copy of the Abstract Submission Form (Microsoft Word only) to Jennifer Krasilovsky at student@eatrightdc.org.

6. The deadline for submitting abstracts is February 28, 2020 by 11:59 PM EST.

**ABSTRACT REVIEW PROCESS**

1. All abstracts are reviewed and scored by a panel of DCMAND board members.

2. Accepted abstracts will be notified by Friday, March 13, 2019.

**POSTER SESSION GUIDELINES**

Poster presentations enhance abstract content with charts, graphs, illustrations, and/or photographs. Posters allow for informal, one-on-one or small-group discussions with the presenter about the issue, problem, project, or research addressed in the poster.
1. Posters must be mounted to a flat or tri-fold poster board. At the venue, each student will be provided with a 3’ x 6’ table. Presenters must supply their own tri-fold poster or free-standing foam board. Presenters also have the option to bring their own easel/stand if using a flat poster.

2. Presenters are expected to give a 3 to 4-minute presentation of the poster to those interested, including poster judges. Related handouts may be distributed, if desired.

3. Presenters are required to attend the Annual Meeting and be present throughout the assigned session.

4. Presenters are responsible for all expenses associated with their presentation (e.g., printing costs, Annual Meeting registration fee, travel and other personal expenses).

POSTER LAYOUT GUIDELINES / TIPS

Posters can be creative but must be legible and relevant. Consult with your advisor or program director regarding the layout.

1. Title and authors with their affiliations should be displayed at the top of the poster.

2. Sections should be arranged to lead the eye from top to bottom and then left to right, with the most important material at eye level.

3. Use charts, graphs, illustrations, and photographs to portray data, as appropriate.

4. Use color to provide visual interest however be sure that color selections enhance and not hinder readability.

5. Use appropriate text fonts and sizes. Your poster should be easily read from two feet away.
Appendix I

This section outlines the three distinct Abstract Submission Forms that will be accepted for the DCMAND 2020 Student Poster Session. Please select the appropriate Abstract Submission Form based on your specific abstract category and submit the completed form only as a Microsoft Word document following all instructions including font size and word limitations. If you are submitting more than one abstract, please submit the abstracts as two separate documents. All Abstract Submission Forms and questions can be submitted to the DCMAND Student Representative, Jennifer Krasilovsky, at student@eatrightdc.org.

As outlined in the POSTER SESSION OVERVIEW, the three categories include:

1) **Research** abstracts including a brief description of the author’s original objective or hypothesis, research methodology including design, subject characteristics and procedures, major findings, and conclusions or implications for dietetics practice.

2) **Case Report** abstracts including detailed analyses of a person or group with a particular disease or condition, noting the characteristics of the disease or condition.

3) **Project/Program** abstracts containing information about the need or purpose for such a program, project, or tool development; the theory or previous research upon which it is based, or setting for its use, if appropriate; the unique characteristics of the project, program, or tool; the characteristics of subjects or the target audience involved; and the type of evaluation or proposed use for the tool or instrument developed.
RESEARCH ABSTRACT SUBMISSION FORM

Full name: 
Credentials: 
Email address: 
Phone number: 
Name of school, internship program or employer: 
Program director or preceptor: 
Funding disclosure: 

Abstract:

*Please fill in template below using Arial, 12 pt font with a 250-word limit not including title, author(s) and headings. All defined sections of the template must be included in your abstract. Please do not include graphics or figures and be sure to define all abbreviations/acronyms.*

**Title:** RESEARCH POSTER PRESENTATION TITLE

**Author 1** First Name Last Name, Credential\(^1\); **Author 2** First Name Last Name, Credentials\(^2\)
\(^1\)Author 1 Affiliation; \(^2\)Author 2 Affiliation

**Introduction:** Provide a brief background description of the concept or idea to be presented.

**Objective/Hypothesis:** State the study’s objective and/or hypothesis to be tested.

**Methods:** Provide a clear description of the methods and analytical procedures used, including research design.

**Results:** State the study’s major findings.

**Conclusions:** Discuss the implications of the results and a statement of their relevance to practice or research.
CASE REPORT ABSTRACT SUBMISSION FORM

Full name:
Credentials:
Email address:
Phone number:
Name of school, internship program or employer:
Program director or preceptor:
Funding disclosure:

Abstract:

*Please fill in template below using Arial, 12 pt font with a 250-word limit not including title, author(s) and headings. All defined sections of the template must be included in your abstract. Please do not include graphics or figures and be sure to define all abbreviations/acronyms.

Title: CASE REPORT POSTER PRESENTATION TITLE

Author 1 First Name Last Name, Credential¹; Author 2 First Name Last Name, Credentials²
¹Author 1 Affiliation; ²Author 2 Affiliation

Introduction: Provide a brief background description of the concept or idea to be presented.

Case description: Include relevant information on individual and the appropriate diagnosis based on the assessment (i.e. history, mechanism, initial clinical examination) and subsequent diagnostic imaging and laboratory tests or other healthcare professional examinations.

Discussion: Include the professional medical evaluation and state the results of diagnostic imaging and laboratory results if performed. Describe nutrition strategies used to treat the individual and include monitoring and evaluation strategies. The final diagnosis of the condition and subsequent treatment and clinical course followed should be clearly detailed.

Conclusions: Discuss the implications of the results and a statement of their relevance to practice or research.
PROJECT/PROGRAM ABSTRACT SUBMISSION FORM

Full name:
Credentials:
Email address:
Phone number:
Name of school, internship program or employer:
Program director or preceptor:
Funding disclosure:

Abstract:

*Please fill in template below using Arial, 12 pt font with a 250-word limit not including title, author(s), and headings. All defined sections of the template must be included in your abstract. Please do not include graphics or figures and be sure to define all abbreviations/acronyms.

Title: PROJECT/PROGRAM POSTER PRESENTATION TITLE

Author 1 First Name Last Name, Credentials¹; Author 2 First Name Last Name, Credentials²
¹Author 1 Affiliation; ²Author 2 Affiliation

Introduction: Provide a brief background description of the concept or idea to be presented.

Needs Assessment: Include an appropriate description of the needs of the target population based on the assessment to explain what guided the development of the project/program.

Project / Program: Write a short summary of the project/program components that were developed. This may address areas such as content, unique characteristics of program, target audience involved, setting, etc.

Discussion: Explain how the project/program was evaluated and the impact. What outcomes or indicators were expected to change and how did the project/program impact these measures.

Conclusions: Discuss the implications of the results and a statement of their relevance to practice or research.