A. APPLICATION PROCEDURES

1. The Poster Abstract must be sent electronically as a Word document (not as a pdf) along with the Application to FOMA at admin@foma.org no later than December 1, 2015.

   Only ONE entry per person will be accepted.

2. The abstract must be no longer than one 8.5” x 11” page in minimum 12-point type size and single spaced typed. The margins should be one inch wide. The abstract must contain sufficient preliminary information to permit adequate assessment of the case, although final results are expected on the poster itself. The abstract must not be the actual poster.

3. The abstract should include title and authors followed by:

   For CASE STUDIES: Introduction, Case Description, and Discussion

   For EXPERIMENTAL RESEARCH: Background, Objective, Methods, Results, and Conclusions.

   A more detailed description of the abstract format and sample abstracts are attached. Entrants must follow these formats.

4. All entrants are required to complete the box on the application form that the research project received IRB approval or state why IRB approval was not necessary.

5. The application form must be completed and sent electronically with the abstract.

6. The signature of the fellow’s/resident’s/intern’s/student’s Dean, hospital’s DME or Program Director will be required on each applicant’s form. This is to ensure that permission is granted to attend the competition.

7. The abstracts will be reviewed and scored based on the above outlined criteria.
8. The top 55 scoring abstracts will be invited to participate in the Poster Competition on Friday, February 19, 2016. Notification will be sent the first week of January 2016.

B. PRESENTATION PROCEDURES

1. The **poster itself** must be two-dimensional. It should use a horizontal format, **not larger than 4 ft by 6 ft**. Text must be large enough to be read from a distance of three feet. The text for the title, institution, and authors must be no less than one inch high.

2. Posters will be mounted using tacks on free standing cork bulletin boards. **For uniformity, they should be oriented horizontally in a landscape format.**

3. The posters will be mounted in a designated exhibit area. Each poster will be mounted in a numbered location that is predetermined randomly.

4. Each entrant will have **three minutes** to present their research information to the judges. Only one author will be permitted to present, presumably the senior entrant author. In the event the first author cannot be present, the presentation may be made by another Osteopathic author listed on the application; however, points will be lost for presentation.

5. A panel of judges appointed by the FOMA Executive Committee using predetermined objective criteria and scoring forms will do the judging.

6. The judges’ decision will be final.

7. **C. ADDITIONAL POLICIES**

1. FOMA’s Annual Poster Competition is open to Students, Interns, Residents, and Fellows who are **Members of the FOMA**. The competition will take place in conjunction with the FOMA Annual Convention.

2. Only one entry per person is allowed and therefore only one prize is awarded per Student/Intern/Resident/Fellow.

3. Entrants are encouraged to submit research that is original to this competition; however, entries that have been shown at local hospitals, or regional and national conferences, will be accepted.
4. The Case Study must be complete, well documented, and researched. The work presented must be the work of the Student, Intern, Resident, or Fellow submitting it. The final posters must contain the results of each study.

5. The competition will take place on Friday, **February 19, 2016, in Weston, Florida.**
   i. **Authors must mount their posters no later than 9am on Friday, February 19, 2016.**
   ii. Poster presentations and judging will take place on Friday, February 19, 2016, with the winners announced at the President’s Banquet on Saturday, February 20, 2016.
   iii. The posters should be removed between 3pm and 5pm Saturday, February 20, 2016.
   iv. **FOMA cannot be responsible for unclaimed posters following the convention.**

6. The prize for the first place winner is $750, second place $250, and third place $150 in two categories – Student posters and Resident/Intern/Fellow posters.

   Additionally, the judges **may** choose to award an additional prize of $250 (either to a winning author or other author) for a study which best advances the principles and practices of Osteopathic Medicine. The FOMA Prize (Future of Osteopathic Medicine Award) must be merited by the research in the unanimous opinion of the judges, and may not be awarded if a suitable recipient is not found.

   Prizes will be distributed at the President’s Banquet on the evening of Saturday, February 20, 2016.

7. The first author of each abstract selected for presentation will receive a Certificate of Participation and a small gift.

8. FOMA will produce a “book” of abstracts that will be distributed at the Conference.