



# AMERICAN ACADEMY of ANESTHESIOLOGIST ASSISTANTS

## E-Poster Presentation Description and Guidelines

**AAAA2022 E-Poster Presentation Submission Deadline : February 25<sup>th</sup>, 2022**

Please read all submission guidelines, utilize the AAAA submission checklist, and send ***all*** documents ***in one email*** to [aaaapostersubmissions@gmail.com](mailto:aaaapostersubmissions@gmail.com). Emails with missing documents will not be accepted.

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***ALL Required Documents to be sent in a single email to***

***aaaapostersubmissions@gmail.com***

***with the Subject Line as:***

***AAAA2022\_Author's name (Last name First name)\_poster title***

***Example: AAAA2022\_Smith Mary\_A Case Study of TIAs in a Patient with Therapeutic INR.pdf***

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**Required Documents (3) to be sent *in a single email* with the email subject line as described above:**

- 1. ASA Presenter Disclosure Form**
- 2. AAAA E-Poster Submission Form**
- 3. E-Poster with 5 questions and answers**

2022 AAAA Poster Presentation Submission and Judges Panel:

Paul Krupa-Wilson, CAA

John Ng, CAA

Caleb Hopkins, CAA

Joy Rusmisell, CAA

A. William Paulsen, CAA

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## **POSTER PRESENTATION GENERAL DESCRIPTION**

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The poster presentation at the AAAA annual conference is open to any current student (SAA) who attends an accredited anesthesiologist assistant training program and has an active AAAA membership or any certified (CAA) practicing member of the AAAA. Although there can be multiple contributors and authors to a project, the presentation must be made by a **primary author** of the scholarly work. The primary author is the only one who receives any awards.

A **primary author** must have either:

1. Participated in the planning, data collection and analysis of scientific research, or
2. Been present during the entirety of a clinical vignette and conducted most of the research for the case.

**Participation** is based on **submissions** which must have an E-Poster with 5-questions and answers related to the presentation; AAAA E-Poster Submission Form; and a copy of the ASA Presenter Disclosure form. More information is provided below.

**Selection** for participation in the ***final student poster session*** will be based on **quality** of presentation, **clarity** of the poster information, **evaluation** of the presented literature and data, and **adherence** to the AAAA E-Poster guidelines.

***At least four student authors*** will be selected to participate in the AAAA 2022 Poster Presentation session based on allotted time, resources, and quality of submissions. In addition to displaying their posters online, selected student authors will be recognized during the conference by having the opportunity to verbally present their work to the AAAA Annual Conference attendees. Each presenter is given approximately ten minutes to present their topic, findings, analysis, and any other relevant information. A five-minute period for questions and answers will follow.

**NOTE:** The AAAA is authorized to display any poster received during the submission process at the conference and in any AAAA materials.

**Submissions** for participation in the AAAA Poster Presentation is open to all active AAAA members (SAA and CAA). To be eligible for consideration, ***all documents*** must be submitted electronically ***in a single email to [aaaapostersubmissions@gmail.com](mailto:aaaapostersubmissions@gmail.com)*** by the designated deadline. You must include ***all*** authors at the time of submission, your Advisor's contact information, and your ***poster category***. Please include your Advisor on all email correspondances.

Once members of the **AAAA Submissions Panel** complete the review process, all applicants will receive a message indicating receipt and either approval of submission or missing documentation, please allow 48 hours for a response.

A separate email identifying the students whose E-Posters were selected for the final student poster presentation session at the AAAA 2022 Annual Conference will be sent with instructions on the process and guidelines for the live presentation. Students selected for oral presentations will be notified by email and have a 72-hour time window to respond. Please make sure the presenter's email address and contact information is current to ensure that all important communications are received.

All other E-Posters will be available for viewing on the virtual AAAA 2022 Annual Meeting App. An email will be sent to all students who submitted an approved E-poster with information regarding any opportunities for traditional paper displayed posters, which is dependent upon the discretion of the AAAA Annual Conference Planning committee. **Deadlines** are ***absolute*** and all materials received are eligible for display by the AAAA.

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## **SUBMISSION INSTRUCTIONS, REQUIREMENTS, AND GUIDELINES FOR:**

**NOTE:** All 3 documents listed below must be sent in a single email as described above.

- 1. ASA Presenter Disclosure Form**
  - 2. AAAA E-Poster Submission Form**
  - 3. E-Poster with 5 questions and answers**
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**1. ASA Presenter Disclosure Form** – Student applicants must fill out the ASA presenter disclosure form *and submit a copy of the completed form in either \*.docx, \*.pdf, or a common photo format.* Remember to save the copy before submitting the form on the ASA webpage; otherwise, you will be unable to retrieve the form and will need to complete it again. The links for the ASA presenter disclosure forms are as follow:

- For ASA members: <http://www2.asahq.org/disclosure/Default.aspx>
  - For non-ASA members: <http://www2.asahq.org/disclosure/nonmembers.aspx>
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**2. AAAA E-Poster Submission Form** – Students who wish to present at the AAAA annual meeting must submit an AAAA E-Poster submission form detailing their project using the attached word document. All material must be the work of authors listed and appropriately referenced. **Do not use fictitious data and do not plagiarize.** Applicants must provide all required submissions fields, which include the following:

**Instructions for completing the AAAA E-Poster Submission Form:**

- Title – Title of your Presentation
  - Presenting/Primary Author Information and Author List, if more than one author:
    - Primary author must be listed first and bolded font, followed by the other participating authors for the poster (NOT authors of supporting references)
    - Limited to ten authors
  - School/Work: Provide the name of your school and, if applicable, the campus (i.e., CWRU-Houston, NOVA-Tampa, UMKC, Emory, etc.)
  - Poster Category - Choose only ONE category (See section **Poster Categories** on the next page for more information)
  - Learning Objectives:
    - A minimum of three learning objectives
    - No more than five learning objectives
  - Key Words
    - Five-ten keywords usable for internet searches
  - Advisor contact information
    - All E-poster submissions must include an Advisor. An Advisor is a qualified individual who will supervise and guide the progress of the E-poster, have strong knowledge about the topic, and be an active part of the submission process.
    - Advisors could include but are not limited to CAAs, Physicians, and Professors.
  - Questions with answers must be submitted
    - Create an assessment tool for participant understanding by creating 5-questions (multiple-choice, multiple true-false, etc.) related to the topic that represent higher-level thinking based on Bloom’s taxonomy. Taxonomy levels from low to high include Knowledge, Comprehension, Application, Analysis, Synthesis, and Evaluation. Multiple true-false questions are a great tool for Analysis, Synthesis, and Evaluation. They present information (data, a scenario, several facts, etc.) followed by a few statements that include one correct/best answer with a few incorrect/not best answers based on the information provided in the presentation.
    - Following each question present an answer section that explains why each possible answer is either an incorrect/not the best answer or the correct/best answer.
  - References
    - A minimum of five supportive references in APA 7<sup>th</sup> edition, MLA 8<sup>th</sup> edition, AMA, or Vancouver reference styles (refer to Purdue Owl <https://owl.purdue.edu> or Vancouver <https://www.ncbi.nlm.nih.gov/books/NBK7256/>).
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## **POSTER CATEGORIES**

Applicants must select one of the following three presentation categories that is relevant to the abstract submission. It is important to note that the minimum required number of references (five) does not imply that quantity equals quality. Therefore, evaluation of the learning objectives (goals) of your presentation topic will dictate your reference list, and not vice-a-versa. All references *must* follow approved citation guidelines.

**Category I. Original Scientific Research** – The student performed actual, novel research with collection of data; a report of the findings of the study; and presentation and explanation of the statistical results. Students may submit research from basic clinical science in areas such as drug disposition, anesthesia equipment, monitoring and engineering technology, information and database research, patient safety and practice management, regional and acute pain, descriptive-analytical study related to anesthesia.

**Category II. Medically Challenging Case Study** – Report and discuss the management of a challenging case, report of supportive literature and statistical data applicable to case management (what best-practice suggests, which may not have been what was done), examine why decisions were made, review the lessons from difficult situations, and provide an explanation of how the lesson(s) of the case study can/should improve practice among anesthesia providers. Case selection should be based on a challenging case, a case with a sentinel event/retrospective analysis, or a case study that provides important key lessons.

**Category III. Current Topic Analysis** – A comprehensive literature review of current research on a relevant clinical topic in the field of anesthesiology . The review presentation must include an introduction of the topic, an in-depth summary of the results/findings, and conclusions of the studies. In addition, the poster should evaluate the articles' components including methods, statistical analysis, and the relevant applications in clinical anesthesia practice.

**NOTE:** It is important both clinically and professionally to explain the statistical results and how they relate to the overall presentation – a statistically insignificant result can be just as important as a statistically significant result. Therefore, it is highly suggested that one understands the statistics used in a study and what they truly mean.

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**3. E-Poster requirements, guidelines, and suggestions** - The title and author(s) should match the title and author(s) provided on the submission form. The e-poster should include several sections that flow and are appropriate for the chosen category (see next page for suggested sections). Charts, drawings, and illustrations should be like those you would use in making slides (simplistic, concise, and legible). All posters must display a minimum of five supportive references in APA 7<sup>th</sup> edition, MLA 8<sup>th</sup> edition, AMA, or Vancouver reference styles.

#### **E-Poster Requirements and Checklist**

- You MUST create your poster in PowerPoint (or other program) using the 16:9 ratio resolution setting.
  - Save the final presentation as a PDF file labeled as:
    - AAAA2022\_Author's name (Last name First name)\_poster title
    - Example: AAAA2022\_Smith Mary\_A Case Study of CVAs In a Patient with Therapeutic INR.pdf
  - Email the file with all required documents in a single email with the email subject line as described earlier to the AAAA Poster Submissions Panel at [AAAApostersubmissions@gmail.org](mailto:AAAApostersubmissions@gmail.org).
  - The title must match that submitted with the submission form and must be in Title case.
  - All posters must display a minimum of five references.
  - The poster should include expanded sections of introduction, purpose, methods, results, and conclusions as appropriate to the selected category following a scientific style like the [APA/IMRaD](#) style or the suggested style on the next page.
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## **Suggested E-Poster sections based on chosen Category**

**Category I - Original Scientific Research:** Students must submit the following sections:

- Introduction
- Materials and Methods
- Results of study (data analysis)
- Discussion/Conclusions
  - What new information did the study provide?
  - What other research should be performed?
  - What did the results show? (i.e. which result(s) were insignificant and/or significant based on statistical analysis).
  - Etc.
- Numbered references

**Category II - Medically Challenging Case Study:** Students must submit the following sections:

- Introduction/Learning Objectives
- Case report and description
- Implications/Discussion
  - What could have been done differently and why?
  - What are the key lessons and why?
  - Etc.
- Numbered references

**Category III – Current Topic Analysis:** Students must submit the following sections:

- Introduction/Background (Relevance of topic and thesis)
- Significance/Aim/Goal
- Review of Literature
  - Include sections discussing the Methods and important/relevant Results of the studies (comparison of data in tables may be helpful).
- Discussion/Conclusions
  - How is the topic relevant to current practice? Should we change current practice?
  - Where is the research heading to advance the topic? (i.e. research in pharmacogenomics suggests changes in anesthesia delivery by providing a more individualized anesthetic plan based on specific genes encoding drug metabolism).
  - Etc.
- Numbered references

### **E-Poster Suggestions**

- Use a Sans Serif Font (Arial, Calibri, Tahoma, Verdana) with a point-size no smaller than 5.
  - Use a dark background and light text.
  - Avoid long sections of text.
  - Be sure that all charts, drawings, and illustrations are readable, preferably simple, and more heavily drawn.
  - Free software tools like <https://www.genigraphics.com/templates> are available online and provide poster printing services.
  - Utilize online searches of Scientific Poster examples for clarity and assistance.
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