



Poster Presentation Description and Submission Guidelines

Open Date: September 14th, 2026

Submission Deadline: February 5th, 2027

AAAA Poster Presentation Committee

Last Updated: 2026

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2027 AAAA Student Poster Presentation Program

NEW THIS YEAR: Submission Instructions, Requirements, and Guidelines

Audience: SAAs, Poster Advisors, and Program Directors

NEW THIS YEAR: Email Questions to: posters@anesthetist.org

Overview:

The AAAA Poster Presentation Program gives students an opportunity to share scholarly work, strengthen professional communication skills, contribute to current anesthesia practice, and advance the CAA profession.

The program offers two submission pathways:

1. **Live Poster Presentation for the Hopkins Award**
2. **Physical Poster Display**

These pathways have separate submission limits, review processes, schedules, and award criteria. **An abstract is not required for either pathway.**

Key Dates and Submission Limits

Requirement	Details
Submissions open	September 14, 2026
Submission deadline	February 5, 2027
Live Poster Presentation limit	Three submissions per educational program
Physical Poster Display limit	Five submissions per educational program
Live presentation sessions	TBD
Physical poster display sessions	TBD
Poster dimensions	48 inches wide × 36 inches high
Poster orientation	Landscape
Contact	posters@anesthetist.org

Deadlines are final. Late or incomplete submissions will not be accepted.

NEW THIS YEAR: Eligibility

Participation is open to student members enrolled in an accredited, CAA educational program.

NEW THIS YEAR: Programs that graduate students before the 2027 AAAA Annual Conference may submit eligible student work before graduation. The student may participate in the 2027 Poster Presentation Program after graduation if the submission was completed while the student was eligible.

The primary author must:

- Make a substantial scholarly contribution to the work;
- Be identified as the student presenter;
- Participate in the project activities appropriate to the selected category; and
- Present the poster if selected for the Live Poster Presentation for the Hopkins Award.

For original research, the primary author must contribute substantially to the study's design, data collection, analysis, or interpretation. For a medically challenging anesthesia case, the primary author must have participated directly in the case and completed much of the associated research and analysis.

A poster may have multiple authors, but only the primary student author is eligible to receive an individual presentation award.

Program Submission Limits

Each educational program may submit:

- Up to **three Live Poster Presentation submissions** for Hopkins Award consideration; and
- Up to **five Physical Poster Display submissions**.

Program directors or designated program representatives must:

- Establish an internal selection process;
- Review and approve every student submission;
- Verify compliance with the applicable program limit;
- Confirm the quality and accuracy of the work; and
- Ensure each student has an appropriately qualified advisor.

If a program conducts an internal event to select submissions, the event may be recorded. The program may send a link to posters@anesthetist.org for sharing with the AAAA community.

AAAA may reject submissions that exceed a program's applicable limit.

Submission Pathways

Live Poster Presentation for the Hopkins Award

The Live Poster Presentation for the Hopkins Award is a competitive pathway with separate requirements for poster files, review, presentation, and judging. Live submissions undergo a blinded initial review. Subject to scheduling, available resources, and the number and quality of eligible submissions, at least four students will be selected to present before judges during the live sessions.

Live Poster Presentations are typically scheduled for:

- **Friday afternoon**, and
- **Saturday afternoon**.

The Hopkins Award recipient will be determined using the following weighted score:

Final score = (initial poster evaluation score × .70) + (live presentation score × .30)

The student with the highest final score will receive the **Hopkins Award for Outstanding Poster Presentation**.

Required Live Submission Materials

Each Live Poster Presentation submission must include:

1. A completed AAAA Poster Submission Form;
2. An identified poster PDF;
3. A de-identified poster PDF; and
4. An ASA Presenter Disclosure Form, when required.

The identified and de-identified PDFs must contain the same scholarly content.

NEW THIS YEAR: Physical Poster Display

The Physical Poster Display pathway allows students to present scholarly work during the conference's evening poster sessions. These submissions do not undergo the blinded Hopkins Award selection process and are not eligible for the Hopkins Award.

Physical posters will be displayed on:

- **Thursday evening**,
- **Friday evening**, or
- **Saturday evening**.

Each accepted author for Live Poster Presentations and Physical Display posters will receive an assigned date, setup time, display board location, presenter period, and removal time. There will be a separate display area for the top finalists of the Hopkins Award who are ineligible for other poster awards.

Required Physical Display Submission Materials

Each Physical Poster Display submission must include:

1. A completed AAAA Poster Submission Form; and
2. An identified poster PDF.

A de-identified PDF is not required.

NEW THIS YEAR: Physical Poster Display Awards

Judges will select up to five physical posters for the **AAAA Poster Presentations Judges' Choice Award**. Posters will be evaluated for:

- Clinical or professional relevance;
- Originality and innovation;
- Scholarly or scientific merit;
- Methodological rigor; and
- Visual quality.

An **Attendees' Choice Award**, recognizing up to three physical posters, may also be offered.

Only posters physically displayed at the conference are eligible for physical display awards. Posters selected for the Live Poster Presentation for the Hopkins Award are excluded. Live submissions not selected for the live session are eligible for physical display awards.

Because display space is limited, AAAA may use completed-submission timestamps to determine availability. Early submission is encouraged but does not replace any eligibility, quality, or compliance requirement.

Advisor and Program Approval

Every poster must have an advisor who is qualified to supervise the project and knowledgeable about its subject matter. Advisors may include:

- CAAs;
- Physicians;
- Faculty members;
- Researchers; or
- Other appropriately qualified professionals.

Before submission:

1. The advisor must review and approve the final poster.
2. The program director or designated program representative must approve the submission.
3. The student must confirm the accuracy of all authorship, ethics, disclosure, and project information.

The advisor and program approval process does not transfer responsibility for the submission from the primary author. The student author remains responsible for the accuracy and integrity of the poster.

How to Submit

Complete the designated AAAA Poster Submission Form available on the Poster webpage of the AAAA website.

If AAAA requests supporting documents by email:

- Attach all requested documents to one email;
- Send the email to posters@anesthetist.org; and
- Copy the poster advisor.

Materials sent across multiple emails may be considered incomplete.

Use this email subject format:

AAAA2027_Last Name First Name_Document Name

Example:

AAAA2027_Smith Mary_Identified Poster

The ASA Presenter Disclosure Form will be submitted separately as directed in the ASA disclosure section.

Submission Review and Notification

The Poster Presentation Submissions Panel will review each submission for eligibility, completeness, and compliance.

The primary author and advisor will receive one of the following notifications:

- The submission is complete and eligible for review;
- Additional or corrected materials are required; or
- The submission does not meet the eligibility or submission requirements.

Allow up to five business days for acknowledgment. An acknowledgment confirms receipt; it does not indicate final acceptance for presentation or display.

Authors must maintain accurate contact information and monitor their email for correspondence from the Poster Presentation Committee.

NEW THIS YEAR: Poster Categories & Subcategories

Select the **one category and one subcategory** that best represents the poster's primary purpose. Category selection is based on the type of scholarly work—not simply its clinical subject.

Category I: Original Scientific Research

Original scientific research uses systematic methods to collect, generate, or analyze data to answer a defined question.

Examples include:

- Database or medical record analyses;
- Educational or simulation research;
- Experimental studies;
- Observational studies;
- Prospective or retrospective studies;

- Qualitative or mixed methods studies;
- Quality improvement or patient safety studies;
- Surveys or questionnaires; and
- Technology or equipment evaluations.

A project is not original research merely because the subject is new to the student or has not previously been presented by the educational program. The defining feature is the systematic collection or analysis of data to answer a focused question.

Original research must:

- State the research question, objectives, or hypothesis;
- Describe the study design and methods;
- Identify the population, sample, or data source;
- Explain the analysis;
- Report results;
- Interpret statistically significant and nonsignificant findings;
- Identify limitations;
- Present conclusions supported by the results; and
- Explain the relevance to anesthesia practice, education, or the CAA profession.

Projects without results are generally not considered completed original research.

Recommended Sections

- Introduction
- Hypothesis or Objectives
- Methods
- Results
- Discussion
- Limitations
- Conclusions
- Implications for Anesthesia Practice
- Future Directions
- References

Original Scientific Research Subcategories

- Airway Management
- Anesthesia Delivery Systems and Monitors
- Anesthetic Management
- Education and Simulation
- Engineering
- Information Systems and Database Research
- Management and Leadership
- Other
- Pharmacology
- Quality Improvement, Quality Assurance, and Patient Safety
- Technology and Artificial Intelligence

Category II: Medically Challenging Anesthesia Case Study

A medically challenging anesthesia case study examines a clinical encounter in which the primary student author participated directly.

A case does not need to involve a rare diagnosis. A common condition may qualify when the patient's characteristics, anesthetic plan, perioperative circumstances, clinical course, or required decision-making presents a meaningful challenge.

Appropriate submissions may include:

- Challenging anesthetic cases;
- Cases involving significant clinical decision-making;
- Cases with important educational or professional lessons;
- Retrospective analyses of individual cases; and
- Sentinel or unexpected clinical events.

The poster must:

- Describe the relevant history and clinical circumstances;
- Explain the anesthetic assessment and management;
- Evaluate important clinical decisions;
- Compare those decisions with current evidence;
- Discuss reasonable alternative approaches;
- Describe the clinical course and outcome;
- Identify limitations; and
- Explain how the lessons may improve anesthesia practice.

Recommended Sections

- Introduction
- Learning Objectives
- Case Description
- Anesthetic Assessment
- Anesthetic Management
- Clinical Course and Outcome
- Evidence Review
- Alternative Management Considerations
- Practice Implications
- Limitations
- Conclusions
- References

Medically Challenging Anesthesia Case Study Subcategories

- Cardiothoracic Anesthesia
- General Anesthesia
- Neurologic Anesthesia
- Obstetric Anesthesia
- Other

- Pediatric Anesthesia
- Trauma Anesthesia

All patient information must be deidentified. Authors are responsible for obtaining any institutional review, authorization, or permission required for case presentation.

Category III: Current Anesthesia Topic Analysis

A current anesthesia topic analysis critically evaluates published evidence addressing a focused and clinically relevant anesthesia topic.

This category may include:

- Comprehensive reviews;
- Integrative reviews;
- Scoping reviews;
- Systematic reviews; and
- Focused evidence analyses.

This category does not report newly collected patient, participant, laboratory, or institutional data. It must provide critical analysis and synthesis beyond a basic classroom lecture, narrative summary, or introductory overview.

The poster must:

- Introduce the topic and explain its relevance;
- State a focused question, objective, or thesis;
- Describe how the literature was identified and selected;
- Evaluate the quality and findings of the evidence;
- Compare relevant methods, results, or conclusions;
- Identify limitations, inconsistencies, or evidence gaps;
- Explain the application to current anesthesia practice; and
- Present evidence-based conclusions or recommendations.

Recommended Sections

- Introduction
- Objectives, Review Question, or Thesis
- Literature Search Methods
- Evidence Synthesis
- Discussion
- Limitations
- Implications for Anesthesia Practice
- Conclusions
- Future Research Directions
- References

Current Anesthesia Topic Analysis Subcategories

- Airway Management
- Anesthesia Delivery Systems and Monitors

- Anesthetic Management
- Education and Simulation
- Engineering
- Information Systems and Database Research
- Management and Leadership
- Other
- Pharmacology
- Quality Improvement, Quality Assurance, and Patient Safety
- Technology and Artificial Intelligence

Choosing the Correct Category

Use the following guide:

If the project primarily...	Select...
Collects or analyzes data to answer a defined question	Original Scientific Research
Examines a clinical case in which the student participated	Medically Challenging Anesthesia Case Study
Evaluates and synthesizes previously published evidence	Current Anesthesia Topic Analysis

The committee may reassign a submission to another category or subcategory if that is more appropriate. Reassignment does not guarantee acceptance.

Poster File Requirements

General Requirements

All electronic poster files must:

- Be submitted as PDFs;
- Be formatted at 48 inches wide × 36 inches high;
- Use landscape orientation;
- Have a 4:3 aspect ratio; and
- Match the version approved by the advisor and program.

A 48 × 36-inch poster has a **4:3 aspect ratio**, not a 16:9 ratio. Files prepared in another size, orientation, or aspect ratio may be rejected.

Live Poster Files

Live submissions require an identified PDF and a de-identified PDF. Except for identifying information, their scholarly content must be identical.

De-Identified PDF

The de-identified PDF must not contain:

- Advisor names or credentials;
- Author names or credentials;
- Educational program or employer names;
- Institutional color schemes or identifying design elements;
- Institutional logos;
- Identifying acknowledgments; or
- QR codes or links that reveal the authors or institution.

Use this filename:

AAAA2027_Poster Title_Deidentified.pdf

Example:

**AAAA2027_Cerebrovascular Accident in a Patient With a Therapeutic
INR_Deidentified.pdf**

Identified PDF

The identified PDF must list the primary author, coauthors, advisor, and applicable educational program or institution.

Use this filename:

AAAA2027_Last Name First Name_Poster Title_Identified.pdf

Example:

**AAAA2027_Smith Mary_Cerebrovascular accident in a patient with a therapeutic
INR_Identified.pdf**

Physical Display Poster File

Physical Poster Display submissions require one identified PDF.

Use this filename:

AAAA2027_Last Name First Name_Poster Title_Identified.pdf

Example:

**AAAA2027_Doe John_Cerebrovascular accident in a patient with a therapeutic
INR_Identified.pdf**

Poster Content Requirements

Title and Authors

The poster title must:

- Match the title entered on the submission form; and
- Use title case consistent with APA 7 style.

The identified poster must:

- List the primary author first;
- Present the primary author's name in bold;
- List all approved coauthors;
- Identify the advisor;
- State the educational program or institutional affiliation; and
- Identify the applicable campus when an institution has multiple campuses.

A poster may list no more than ten authors. Include only individuals who made qualifying contributions to the work. Authors of cited publications belong in the reference list, not the poster's author list.

Learning Objectives

Each poster must include three to five measurable learning objectives. Objectives should describe what attendees will be able to do after reviewing the poster.

Use measurable verbs such as:

- Apply;
- Compare;
- Evaluate;
- Explain; or
- Identify.

Avoid vague verbs such as *know*, *learn*, or *understand*.

References and Citations

Each poster must include at least five relevant, authoritative references. The number of references should be determined by the subject and claims presented; quality is more important than quantity.

References should:

- Support the poster's major claims and conclusions;
- Include current, peer-reviewed evidence when available;
- Be cited wherever the source is used; and
- Appear in an alphabetized reference list.

Citations and references must follow APA 7th ed. Authors may consult the [Purdue Online Writing Lab](#) for APA guidance.

Authors must verify every citation. Fabricated, inaccurate, or unverifiable references are prohibited.

Poster Design and Accessibility

Posters must be professional, visually consistent, and readable from 4 to 6 feet away. For general design guidance, authors may consult the [UCLA Library poster guide](#).

Typography

Use a clear, accessible font, such as Arial, Calibri, Tahoma, or Verdana. Recommended minimum sizes are:

Poster element	Recommended minimum
Title	72 points
Author and affiliation information	36 points
Section headings	36 points
Body text	24 points
Figure and table labels	20 points
References	18 points

Avoid text smaller than 18 points.

Layout and Visual Presentation

Authors should:

- Arrange content in a logical reading order;
- Use concise paragraphs and descriptive headings;
- Use bullets when they improve readability;
- Maintain adequate white space;
- Use a consistent, high-contrast color palette;
- Define abbreviations at first use;
- Label figures and tables clearly;
- Use high-resolution graphics; and
- Ensure all visual elements remain legible when printed.

Do not rely on color alone to communicate meaning. Use labels, patterns, or symbols to distinguish information in graphs and figures.

Avoid:

- Decorative or low-contrast backgrounds;
- Distracting design elements;
- Excessively dense text;
- Unnecessary graphics; and
- Visually inconsistent formatting.

All reproduced photographs, illustrations, tables, and figures must be credited appropriately. Authors are responsible for obtaining copyright permission when required.

Live Poster Presentation for the Hopkins Award

Selection and Confirmation

Students selected for the Live Poster Presentation will receive instructions by email. The student must confirm participation within 72 hours. Selected students must also submit five questions assessing attendees' comprehension of the poster's principal content. Submission instructions and deadlines will be included in the selection notice. Failure to confirm or provide required materials by the stated deadline may result in removal from the live session.

Schedule

Live Poster Presentations will occur on:

- Thursday afternoon;
- Friday afternoon; or
- Saturday afternoon.

Each selected student will receive an assigned presentation date 15 minutes prior to the first live session to ensure fairness. The time, location, and setup period will be provided at least one day prior to the annual conference by group text. Presenters must remain available for all assigned sessions to be eligible for the Hopkins Award.

Presentation Format

Each live presentation includes:

- Up to 15 minutes for the presentation; and
- Up to 5 minutes for questions from judges and attendees.

Presenters should explain the work rather than read the poster or a prepared manuscript verbatim. Students must be prepared to:

- Describe the purpose and significance of the work;
- Explain the methods or clinical reasoning;
- Interpret the results or clinical outcome;
- Address limitations;
- Defend the conclusions; and
- Respond professionally to questions.

Judging

Judges will evaluate:

- Knowledge of the subject;
- Organization and clarity;
- Interpretation of evidence or results;
- Professional communication;
- Responses to questions; and
- Ability to defend the work.

The applicable judging rubric will be available on the AAAA Poster webpage. The final Hopkins Award score is:

Final score = (initial poster evaluation score × .70) + (live presentation score × .30)

Physical Poster Display Process

Schedule

Physical posters will be displayed during the:

- Thursday evening;
- Friday evening; or
- Saturday evening poster display sessions.

Accepted authors and advisors will receive instructions identifying:

- Assigned display date;
- Board and location number;
- Setup period;
- Required presenter-attendance period; and
- Removal deadline.

Presenters may not change dates, boards, or locations without written authorization from the committee.

Printing and Transportation

After receiving final acceptance, authors must print their posters at the required dimensions.

Unless the acceptance notices state otherwise, the student and educational program are responsible for:

- Printing the poster;
- Transporting it or arranging delivery to the conference;
- Protecting it during transportation;
- Installing it during the assigned setup period;
- Attending the required poster session; and
- Removing it by the designated deadline.

The committee and the AAAA are not responsible for printing, shipping, receiving, storing, returning, loss of, or damage to posters.

Posters must not be shipped to the AAAA. Contact the conference venue for shipping instructions and authorization to ship the poster there, if allowable.

Installation

Posters must be installed:

- On the assigned display board;
- Before the setup deadline; and
- Using push pins, hook-and-loop tape, or other materials permitted by the conference venue.

Authors must bring their own mounting materials unless the committee states that materials will be provided.

Posters not installed by the assigned deadline may be excluded from display and award consideration.

Presenter Attendance

The primary author must be available during the assigned presenter period to:

- Provide a concise explanation of the project;
- Discuss its relevance to anesthesia practice;
- Answer attendee or judge questions; and
- Be eligible for any awards.

Posters must remain installed for the entire assigned display period.

Removal

Authors must remove their posters during the designated removal period. Posters may not be removed early.

Posters remaining after the removal deadline may be discarded. The committee, AAAA, and the conference venue are not responsible for materials left behind.

Conference App and Website

Accepted posters may also be displayed through the AAAA Annual Conference app or website. Electronic availability does not replace the requirement to bring and display the accepted physical poster for any award consideration.

Research Ethics and Integrity

Ethical and Institutional Review

Authors are responsible for obtaining all institutional determinations, approvals, and permissions required for the work.

When applicable, the poster and submission form must accurately identify the project as:

- Approved;
- Exempt;
- Not human-participant research; or
- Not subject to institutional review under the institution's policies.

Quality improvement, quality assurance, patient safety, and case-study projects must receive an institutional determination when required. Authors should not independently designate a project as exempt if institutional review is required.

AAAA may request supporting documentation.

Patient Privacy

All patient information must be fully de-identified. Do not include:

- Exact dates when they could identify the patient;
- Medical record numbers;
- Patient names or initials;
- Recognizable photographs without authorization;
- Unique personal details that could reveal identity; or
- Other protected health information.

Authors must obtain patient authorization or institutional permission when required.

Fabrication and Falsification

Authors must not fabricate, falsify, omit, or misrepresent:

- Clinical information;
- Data or results;
- Methods;
- Patient information; or
- Research activities.

Fabrication includes creating information or results that did not arise from actual scholarly, research, or clinical activity. Falsification includes altering or omitting information in a way that misrepresents the work.

Plagiarism and Attribution

Words, ideas, data, images, tables, and other materials obtained from another source must be cited appropriately. Authors must not present another person's work as their own.

Submissions containing fabricated, falsified, plagiarized, or materially misleading content will be rejected or removed. The committee may notify the student's program or institution and take further action in accordance with applicable policies.

Use of Artificial Intelligence

Only artificial intelligence tools used for grammar and spelling review are permitted. Their use must be disclosed:

- On the poster; and
- In the AI disclosure section of the submission form.

Generative AI may not be used to create or develop:

- Analyses;
- Figures or graphs;
- Outlines;
- Poster text or sentences;

- References;
- Tables; or
- Other scholarly content.

Authors must not enter protected health information, confidential institutional information, or proprietary data into an AI system.

The human authors remain fully responsible for the accuracy, originality, citations, and integrity of the poster. Prohibited AI-generated content will be treated as an academic and research integrity violation.

ASA Presenter Disclosure

The ASA will contact individuals required to complete an ASA Presenter Disclosure Form. The timing of these requests may vary.

All required disclosures must be completed before the 2027 AAAA Annual Conference.

A poster may not be displayed or presented if the required disclosure is incomplete.

Individuals completing a disclosure should save a copy before submitting it to the ASA, in case the committee needs it later. The committee recommends the file to be saved as **AAAA2027_Last Name First Name_ASA Disclosure Form**; example, **AAA2027_Smith Mary_ASA Disclosure Form**.

The ASA requires one disclosure per individual during each disclosure year. The disclosure year applicable to the 2027 conference is May 1, 2026, through April 30, 2027.

Program directors, program representatives, advisors, and other individuals associated with multiple posters need to submit only one disclosure for the applicable year unless ASA provides different instructions.

Authorization to Display and Publish

By submitting the AAAA Poster Submission Form or participating in the Poster Presentation Program, authors authorize AAAA and the Poster Presentation Committee to:

- Archive;
- Display;
- Distribute;
- Photograph;
- Publish; and
- Reproduce

the poster and related presentation materials in print or electronic formats for educational, professional, and promotional purposes.

This authorization includes poster images, nonconfidential data, author names, professional likenesses, and related conference materials.

Authors retain responsibility for:

- Protecting patient privacy;
 - Obtaining required permissions;
 - Complying with copyright requirements; and
 - Following institutional policies.
-

Final Submission Checklist

Program Director or Representative

Before approving a submission, confirm that:

- The student meets the eligibility requirements.
- The program has not exceeded three live submissions.
- The program does not exceed five physical display submissions.
- The poster has an appropriately qualified advisor.
- The selected category and subcategory are appropriate.
- The project meets institutional ethics and privacy requirements.
- The work is accurate, original, and appropriately cited.
- The final poster has been reviewed and approved.

Student Author

Before submitting, confirm that:

- The correct submission pathway is selected.
- The correct category and subcategory are selected.
- The poster is 48 × 36 inches in landscape orientation.
- The file has a 4:3 aspect ratio.
- The title matches the submission form.
- The identified poster contains the correct authors and affiliations.
- The primary author is listed first and shown in bold.
- No more than ten listed authors.
- Three to five measurable learning objectives are included.
- At least five authoritative references are included.
- Citations and references follow APA 7 style.
- Patient information is fully de-identified.
- Required ethics information is accurate.
- Permitted AI use is disclosed.
- The advisor and program representative have approved the poster.
- Each file follows the required naming convention.
- All required materials will be submitted by February 5, 2027.

Before the Conference

Confirm that:

- The poster has been printed at 48 × 36 inches.
 - The poster is in landscape orientation.
 - All content remains legible at full size.
 - Figures and images are high resolution.
 - Required disclosures have been completed.
 - The assigned date, time, and location have been reviewed.
 - Permitted mounting materials are packed.
 - Travel and transportation arrangements protect the poster.
 - The presenter is prepared to discuss and defend the work.
-

Questions

Send questions to:

AAAA Poster Presentation Committee

Email: posters@anesthetist.org

Student authors must copy their poster advisor on all correspondence. Include the student's name, educational program, and abbreviated poster title, when applicable.