

TO: **Moderated Poster Session Presenters**
FM: **Paul Andrews, M.D., Program Committee Chairman**
RE: **Western Section AUA, 86TH Annual Meeting**



2010 Important Poster Presenter Guidelines and Deadlines below:

✓ Mark off your deadlines

✓ **June 14:** Deadline to submit abstracts online & disclosure forms.

August 25: Deadline to reply by email for your acceptance to present.

September 1: Deadline to submit your PowerPoint slide.

(1 slide only per poster presentation - slide to follow the 6x6 rule).

Upload to www.wsaua.org/hawaii2010/sendfiles2010.htm. Be sure to use Abstract# of your paper as the "Transfer Name" on the upload file utility.

October 14: Deadline to pre-register at discounted rate. All presenters must register.

ASAP: Make your room reservations. (Rooms will most likely sell out.)

October 24: Bring 150 copies of supplemental data sheet (8.5"x11"). Sheet may include poster conclusions, and/or a scaled down version of your poster. Attachment for handout will be provided on your poster. Bring your poster materials to set up your board.

PowerPoint Slide Instruction : Submit your **ONE PowerPoint digital slide** as a supplement to your poster presentation.

- The WSAUA will need to receive your ONE PowerPoint slide in advance via email.
- MAC Users: Be sure your file can be opened on a P.C. Some early versions of Power-Point may not be compatible.
- All files will be pre-loaded into a PC Laptop where they will be stored for use during your presentation.
- You will be able to make minor adjustments or bring an updated file on a CD or data stick one day in advance to your presentation at the meeting.
- Please bring backup of file to meeting.
- You will NOT be permitted to use your own computer at the time of presentation.

Dress code: slacks and aloha shirt for presenters and evening social events.

Presentations at the WSAUA Annual Meeting:

- Must represent a balanced view of the therapeutic options,
- Must identify commercial products if they are unlabeled or investigational uses
- Which use generic names or products contribute to impartiality; if trade names are used, those of several other companies should be used.

Visit www.wsaua.org to register on-line & make hotel reservations.