

**TO: Moderated Poster Session Presenters**  
**FM: Paul Andrews, M.D., Program Committee Chairman**  
**RE: Western Section AUA, 85<sup>TH</sup> Annual Meeting**



**2009 Important Poster Presenter Guidelines and Deadlines below:**



- June 14:** Deadline to submit abstracts online.
- August 7:** Email notification from WSAUA if paper/poster is accepted.
- August 31:** Deadline to receive presenter's disclosure form.  
*(Presenters who do disclose will not be allowed to present.)*
- August 31:** Deadline to reply to email acceptance to present and make corrections to abstract.
- September 4:** Deadline to submit your PowerPoint slide. (**1 slide only per poster presentation - slide to follow the 6x6 rule**). Email to: [abstracts09@wsaua.org](mailto:abstracts09@wsaua.org) (include your name & abstract# in the subject line of the email.)
- September 14:** Deadline to pre-register at discounted rate.  
Visit [www.wsaua.org](http://www.wsaua.org) to register on-line & make hotel reservations. All presenters must register.
- September 20:** Deadline to make room reservations. *(Rooms subject to availability- we suggest you make your room reservations as soon as possible.)* Visit [www.wsaua.org](http://www.wsaua.org) to register on-line & make hotel reservations.
- October 25:** 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 Microsoft PowerPoint digital slide as a supplement to your poster presentation.
  - The WSAUA will need to receive your PowerPoint slide in advance via email or CD ROM.
  - 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 an IBM compatible Laptop P.C. where they will be stored for use in your presentation.
  - You will be able to make minor adjustments or bring an updated file on a CD or data stick 24 hours 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 :** Business attire suggested for presenters.
- 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.