

2022 Scientific Poster Instructions and Template HDA annual meeting

Please read the instructions regarding your poster submission below carefully.

- ☐ Poster exhibit will take place on June 11, 2022 at the DoubleTree by Hilton, Fort Lee, NJ.
- ☐ Awards will be in three categories for the top three presenters *Dental Residents, dental students, and dental hygiene students*
- ☐ One winning poster will be announced on Saturday 6/11/2022 at 5:30 PM at the DoubleTree by Hilton, Fort Lee, NJ.
- ☐ Please use only the template below to complete your Poster
- ☐ Do not change the colors of the template. Only HDA approved color templates will be accepted
- ☐ Check all your spelling and grammatical errors before submitting your template. We do not review your poster for spelling or grammatical errors.
- ☐ You may insert photos, graphs, charts in the template
- ☐ Any photos featuring patient faces should conceal their identity
- ☐ No advertising matter, commercial promotion, solicitation, or sales of any type are permitted to be presented.
- ☐ Registration fee for Annual HDA Meeting will be waived if poster is approved for presentation

Awards will be in three categories for the top three presenters *Dental Residents, dental students, and dental hygiene students* will be eligible to compete for awards and recognition as well as the grand prize of \$1,000 to be awarded to the top idea shared that will also be published in our international bilingual journal.

Submissions will be sent to membership@hdassoc.org

Insert School/Hospital
/Affiliation Logo here

Title
Presenters
School/Hospital/Affiliation



INTRODUCTION

METHODS & MATERIAL

RESULTS

CONCLUSION

PREPARING POSTER ABSTRACTS

Poster submission should be received by HDA no later than May 1st, 2022. Accepted poster will have the opportunity to publish in the JHDA

- **Authors:** Authors should be identified as the poster presenter.
- **Abstract Text:** All poster abstracts should be 300 words or less. If the abstract is based on research that was funded entirely or partially by an outside source, please be sure to list the funding agency and grant number at the end of the text.
- **Abstract Content:** All abstracts **MUST follow the specifications below and** contain the following section headings:
 - a. **Specifications:**
 - **Line Spacing:** between 1.2 and 2.0 line spacing
 - **Font recommendations:** Sans serif fonts (e.g., Arial) are easier to read than serif fonts (e.g., Times New Roman).
 - **Font color:** Black text with a white background is ideal and proves to be more readable. Other colors are accepted, this is only a recommendation.
 - Make sure there aren't too many lines per text block.
 - **Poster size:** 36-inches (height) by 28-inches (width).
 - b. **Sections:**
 - **Objectives**
 - **Methods**
 - **Results**
 - **Conclusion**
- **Institutional Review Board (IRB):** When prompted, the authors should list whether the project was IRB-approved for use of human subjects or whether the project was IRB-exempt.

To ensure poster submissions comply with federal regulations requiring that research projects involving human subjects be reviewed by an Institutional Review Board (IRB), HDA requires that all such submissions carry a status of IRB-approved or IRB-exempt. HDA requires IRB numbers to be provided for applicable poster submissions. For IRB-exempt submissions, authors are required to affirm that their submission meets their institution's requirements for IRB-exemption. Poster submissions for research projects involving human subjects that are not IRB-approved or carry a status of "pending" shall be deemed ineligible for consideration. IRB-approved submissions that fail to include the IRB number or IRB-exempt submissions without affirmation of meeting institutional policies on IRB-exemption will not be reviewed or accepted by HDA

For details on IRB requirements, please consult your institution's guidelines.