SUBMISSIONS FOR ABSTRACTS/POSTER SESSION
FREQUENTLY ASKED QUESTIONS

The poster session is an important highlight of Research Day, as it is a time where all attendees are encouraged to interact with the learners and provide feedback. This session provides a critical opportunity for our McMaster learners to display the scope of their research work taking place within the academic Department and its clinical sites and laboratories. The first step is to submit an abstract.

Who can submit an abstract?

Abstract submissions are limited to McMaster students/learners who are supervised by a faculty member in the Department of Psychiatry and Behavioural Neurosciences.

Can I submit more than one abstract?

No, there’s a maximum of one first-authored abstract per McMaster learner supervised by a faculty member in the Department of Psychiatry and Behavioural Neurosciences.

Do I have to register for Research Day in order to submit an abstract?

Yes, registration is required for abstract and poster adjudication. However, abstracts must be submitted prior to registration, on or before February 12th at 11:59pm EST, to waldernd@mcmaster.ca. Details for registration at vFAIRS.com will be made available shortly.

Will authors get a notice of acceptance?

All submissions will be accepted providing the submission guidelines have been met. Abstracts must meet each of the specifications outlined in the Call for Abstracts. Please be sure each of the Submission Guidelines have been met before submitting to ensure acceptance.

Will all authors on the submission receive a notification of acceptance?

No, only the first author will receive notification and be provided their Poster Board number.

How will my abstract be rated?

All abstract submissions will undergo a competitive review prior to Research Day by two independent judges and will be rated on content, background, study question/purpose, methods, results, conclusions, references and quality of writing. Learners will be provided with their scores and feedback upon request.

What happens following the initial competitive abstract review process?

Following the initial competitive abstract review, the top three ranked abstracts from each learner category will be notified by email. These learners will then be judged again prior to Research Day by two independent judges and be expected to give a three-minute pre-recorded oral poster presentation, suitable for a broad audience, with sufficient time to answer questions afterwards. You will be rated on Presentation (i.e., Organization, Creativity, Response to Questions), as well as Poster Content (i.e. Intro/Methods/Results and Interpretation). Oral poster presenters will be provided with their scores and feedback upon request. The oral poster presentation will take place April 14th (prior to Research Day). The winner from each category will present again on Research Day (May 5th). Further details will be provided to the learner at each stage.
When will the Poster Award Winners be announced?

The oral poster presentation with the highest ranking from each category will be announced and present again during the Poster Presentation Competition held on Research Day (May 5th, 2021). Poster award categories include:

- Two posters from Undergraduate Students (Clinical/Education and Non-Clinical)
- Two posters from Graduate Students (Clinical/Education and Non-Clinical)
- One poster from Psychiatry/Psychology Residents
- One poster from Postdoctoral Fellows

What time will the Poster Session be held?

All details about the event including the Research Day Program, Call for Abstracts, Poster Index and Registration information will be posted on the website as they become available. Please be sure to check the website periodically for updates.

How my poster be displayed at Research Day?

After adjudication of your abstract, and as part of your registration for Research Day, you will upload your poster presentation (slides and video) to vFAIRS who will facilitate the interactive experience of the traditional poster session. Your poster number will be emailed to you prior to uploading your poster and your poster will be listed on the landing page. Also be sure to check the website for updates including the Poster Index where all poster submissions will be listed along with poster numbers.

What if I registered for Research Day but now I’m unable to attend?

Given our event is virtual this year, your attendance will not affect how your poster is displayed. Being present will allow you to participate in the interactive chat features that are posted for all attendees to take in.

What are the poster size requirements?

Posters must be 3 PowerPoint slides (standard 4:3 aspect ratio; width 25.4 cm, height 19.05 cm) that follow the flow of your abstract. Please refer to the diagram.
Virtual Poster Session Frequently Asked Questions

What is required for a Virtual Poster Presentation?
Answer: All virtual poster presenters will need to prepare the following items prior to the session:

1. 3 PowerPoint slides that make up your poster.
2. A 3-minute pre-recorded poster overview, highlighting the key points and takeaways for your poster.

If I am providing a recording, do I need to attend the poster session?
Answer: Yes, the 1-hour poster session must be attended by all presenters. As an unopposed session slot, poster presenters will need to be in attendance to field any questions regarding their posters live.

What are the guidelines or best practices for recording?
Answer: For recordings instructions & tips, you can refer to the virtual conference Speakers Guide once it is available.

How will I access my poster during the poster session?
Answer: You will be able to find your virtual poster in the virtual poster session and join the chatroom directly to answer Q&A live.

When do I need to upload my poster slides?
Answer: In order to include your poster slides in the virtual poster session, you will need to upload it in addition to your recording. The deadline to submit your poster slides is Thursday, April 1st, 2021. Instructions on uploading your poster slides will be available soon.

How should my poster look?
Answer: It should be done so that the viewer can easily follow it - type should be large enough to be viewed without too much zooming - flow charts should be simple, leaving more complicated explanations to verbal interaction between the presenter and the viewers. Some guidelines to improve your poster can be found here or here.

How long will my poster be available for viewing?
Answer: Posters, along with the rest of the content presented at the Virtual Meeting, will be available for access and viewing on the virtual platform for up to 30 days following the end of
the conference. Stay tuned for the Posters Showcase taking place following the conference! Details will be announced at Research Day.

Is there a grant program that could cover the registration or associated presentation expenses?

Answer: McMaster does not have a grant program that awards funding towards meeting registration or travel expenses. Take a look at specific Division or Forums to see if they offer any stipends or awards that include stipends here.

Guidelines for Effective Virtual Posters
A poster is a visual communications tool. It can be thought of as an illustrated paper. Designed to convey research findings, its ultimate aim is a fruitful exchange of ideas between the presenter and the people reading the poster. Use the poster to give the big picture. It should include a statement of the problem and its relevance to process safety, a description of the method of approach, a presentation of the results and your recommendations, and finally a short summary of the project.

An effective poster:

- Delivers a clear message
- Is highly visual
- Is read easily as a whole
- Many posters suffer from easy-to-fix problems that make them ineffective, including:

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- Objective(s) and main point(s) hard to find
- Text too small
- Poor graphics
- Poor organization
- Some useful tips for layout:

Some useful tips for layout:

- Concentrate on main points
- All visuals and text should relate to those points and conclusions.
- Headings help readers find key sections - objectives, results, etc.
- Balance the placement of text and graphics
• Display word sections in small units (chunks) of text
• Text should be large - at least 36 point for title panels; 24 point for text
• Use white space creatively to define flow of information.
• Don't fight "reader gravity" that pulls eye from top to bottom, left to right
• Bulleted lists are very effective
• Sometimes a question-and-answer format may be appropriate for part of the poster
• Include contact details for follow-up with readers

Where can I access the various forms including Call for Abstracts, Call for Posters and Registration Information etc.?
Answer: All information pertaining to Research Day can be found on the website.

Who should I contact if I have any questions about Research Day?
Answer: Check out the details by clicking here or contact Dana Waldern (waldernd@mcmaster.ca).