

# Poster Exhibits Sessions for the AAD Annual Meeting

The presentation of new ideas and original observations to the membership of the Academy and to other attendees of the Annual Meeting is an integral part of the Academy's continuing education program. The Poster Exhibits Workgroup invites you to participate in the Annual Meeting Poster Exhibit Program.

## TYPES OF PRESENTATIONS

**Electronic Poster Exhibits & Presentations:** Poster exhibits present scientific information utilizing narrative material, photographs, charts, diagrams, etc. All abstracts will be submitted electronically via the Academy website. Accepted posters are displayed on monitors within the Poster Exhibits Center, throughout the meeting. They can also be viewed via the AAD website and the meeting mobile app.

Authors whose abstracts receive a passing score, will be considered for an opportunity to conduct a five-minute oral presentation of their ePoster. This is in addition to the poster being displayed in the online viewing portal. If your abstract is selected for an oral presentation, your scheduled speaking time will be included in your notification letter.

Accepted abstracts will be published in an online JAAD Supplement following the meeting.

**New for 2021 and beyond: Case reports** will be considered, however they will be reviewed separately from research studies and must receive a passing score of 4.5 to 5 in order to be accepted in the program.

## ABSTRACT SUBMISSION RULES & GUIDELINES

- **The submission deadline is September 8.**
  - After this date/time, the submission site will close automatically and can no longer accept submissions. **There will be no exceptions to this policy.**
- Abstracts should be no longer than 250 words including spaces. Results must be shown in narrative form. Table formats, photos, and citations will not be accepted by the submission system
  - The 250-word limit only includes the body of the abstract. There are separate text boxes for the author information and references.
- There is a \$75.00 (U.S. funds) **non-refundable** processing fee for **each** abstract submitted. Credit card payment will be required at the time of submission. Payment may be made via VISA, MasterCard, or American Express.
  - The processing fee will be waived for *AAD Graduate/Resident Members*. This must be the current member category for the submitter to receive the waived fee.
- **Typed, handwritten, incomplete, faxed, or late entries cannot be accepted. There will be no exceptions.**
- International submissions are to use their family name when "last" name is requested. Be sure to include country and city codes whenever telephone or fax numbers are requested.
  - Author names should not be included in the body of the abstract submission to avoid a conflict of interest during the review process.
- Published material should not be submitted. It is acceptable if material has been submitted for publication but not actually published prior to the time it is scheduled to be presented at the AAD meeting in which it was accepted.
- Applicants should not submit abstracts that include material that has already been presented at previous Academy meetings and/or other scientific meetings.
- If your abstract is accepted as an oral presentation, you are agreeing to register for the Annual Meeting and pay the appropriate registration fee.
  - Non-member physicians who wish to participate will be required to register for the Annual Meeting as a non-member at the non-member fee.
- The Primary Author will be listed as the presenter.
- Applications will be graded based on the educational value of the abstract and the extent to which it presents new and significant investigative works. The Workgroup looks especially favorably on those abstracts that have an organized, coherent, well-thought-out, and complete presentation.
  - Briefly stated projects or those that are incomplete at the time of application are less likely to receive a passing grade.
- Submitters should make every effort to avoid hyperbole in both the title and body of the abstract and poster. Examples of potentially exaggerated statements include:  
"Safe and Effective," "Best," "Groundbreaking," and "Successful" (unless the study is both sufficiently large in scale and long in duration to justify this language). The Poster Task Force reserves the right to edit or remove any phrases or statements which are not warranted by the data being presented.
- **Accepted abstracts are reprinted exactly as submitted by the author or author's representative(s). No changes may be made in the abstract after submission. For instance, no change in authors, title, category, content or spelling will be allowed. If a change is required for scientific or academic accuracy, the poster submission should be withdrawn.**

Questions regarding your submission should be emailed to [abstracts@aad.org](mailto:abstracts@aad.org).

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- Avoidance of Commercialism. All poster exhibits must avoid commercialism. Trade names should be avoided in referencing drugs, devices and/or instrumentation, including lasers.
  - Any medications or other substances referred to in the presentation material should be identified by their scientific names only. To distinguish a formulation or device, use “generic name or description, [manufacturer’s name]”.
- Poster exhibits, the cost of which is underwritten to any extent by a pharmaceutical company or other commercial enterprise, should include a clear acknowledgment stating that a portion of its cost was underwritten and identifying the commercial company involved.
- **Trade name violations/commercialism or failure to disclose commercial support will result in a failing score and the submission will be disqualified without notice.**
- **If the same abstract is submitted to multiple abstract programs, for example, the Gross and Microscopic Symposium, and the abstract is accepted to more than one of the programs, the author will be required to choose one program in which to present. The abstract will be withdrawn from the other program(s).**
  - The author(s) is responsible for notifying the AAD regarding the program in which they will be participating. An official request should be sent to [abstracts@aad.org](mailto:abstracts@aad.org).
- Notification letters will be sent via email to the **Primary Author** in early December.

## POSTER SUBMISSION RULES & GUIDELINES

In the event your abstract is accepted, the Primary Author will receive an email notification of their abstract status which will include instructions for submitting an e-poster.

Following are the basic criteria for e-posters:

- A PDF file of no more than 10MB are acceptable.
- You can create either a traditional one-page or a 5-slide poster in landscape format and 16:9 aspect ratio.
  - **A maximum of 5 slides will be accepted as an electronic poster.**
    - **NOTE: If more than 5 slides are submitted, your poster will be disqualified without notice.**
  - **Font should not be less than 10pt.**
  - The following information is required: Title, All Author Disclosure Information, Commercial Support Information.
- The Academy reviews all submissions for violations of Academy Policies prior to posting them to the viewing portal.
- The Academy requires disclosure of corporate support; however, product and/or industry logos are not permitted on scientific posters. Posters that include product and/or industry logos will be withdrawn from the program without notice.
- Submissions will be monitored for overt commercialism/advertising. Any submission that is perceived to have trade name violations/commercialism or failure to disclose commercial support will be disqualified from the program without notice.
- You may include hyperlinks and QR codes in your posters providing they do not direct the user to commercial content.
- The poster must include the Poster Title (as submitted in the original abstract), author listing with disclosures, and disclosure of commercial support (if applicable), i.e. "Support provided by XYZ Company Inc."
  - If disclosure of commercial support is not included, the poster will be disqualified without notice.
  - If an author does not have relationships to disclose, you must still add a note by their name that states, 'Author has no relationships to disclose'.

## GRADING

All abstracts are blind reviewed by the Poster Exhibits Task Force. Abstracts will be scored on a scale of 1-5 based upon the Science, Methodology, and Presentation of the research. Grades will be assigned as follows:

5 = Outstanding; 4=Above Average; 3=Average; 2=Below Average; 1=Unsatisfactory.

### Top Reasons for Unsatisfactory Scores

Following are examples of submission content that will result in below average and unsatisfactory grades.

- **Trade Name Violations/Commercialism** – Refer to the Submission Rules & Guidelines for detailed information.
- **Briefly stated/Incomplete Studies** - Abstracts which contain no data or appear to be promissory in nature.
- **Multiple Abstracts** - Studies utilizing the same data set which examine the same drug or device over the same time period should be condensed into one presentation. Multiple submissions of this type are not acceptable.
- **Poor presentation** – Abstracts which contain vague, disorganized, or unclear content or numerous grammatical or spelling errors.

Questions regarding your submission should be emailed to [abstracts@aad.org](mailto:abstracts@aad.org).

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## AWARDS

The highest scoring abstracts will be eligible for consideration for the Annual Meeting Poster Awards. The primary author of the top five scoring posters will be given certificates of recognition, in order of ranking, from 1st to Honorable Mention to recognize their outstanding work, and monetary certificates for AAD educational material in the following amounts:

- 1st Place - \$150 Certificate
- 2nd Place - \$125.00 Certificate
- 3rd Place - \$100.00 Certificate
- 4th Place - \$75.00 Certificate
- Honorable Mention - \$50.00 Certificate

## CATEGORIES

Applicants should think carefully about which category best suits their exhibit since only one may be chosen. During the review process, the Poster Exhibits Task Force reserves the right to reassign any submission to another category if they determine it is more applicable to the content of the abstract. Submitters will be notified in the email confirmation.

Electronic Poster exhibits will be searchable in the following categories:

- Acne
- Aesthetic Dermatology
- Aging/Geriatrics
- Arts, History, & Humanities of Dermatology
- Basic Science
- Clinical Dermatology & Other Cutaneous Disorders
- Connective Tissue Diseases
- Dermatitis, Contact, Allergic & Irritant
- Dermatitis, Atopic
- Dermatopathology
- Digital/Electronic Technology
- Education & Community Service
- Epidemiology
- Genodermatoses
- Hair & Nail Disorders
- Immunodermatology & Blistering Disorders
- Infection — Bacterial & Parasitic
- Infection — Fungal
- Infection — Viral
- Internal Medicine Dermatology
- Lymphoma, Cutaneous/Mycosis Fungoides
- Melanoma & Pigmented Lesions
- Non-melanoma Skin Cancer
- Pediatric Dermatology
- Pharmacology
- Photobiology, Phototherapy & Photosensitivity Diseases
- Pigmentary Disorders & Vitiligo
- Psoriasis & Other Papulosquamous Disorders
- Surgery — Laser
- Surgery — Cosmetic
- Surgery — Dermatologic
- Wound Healing & Ulcers