Poster Abstract FAQ’S

Q. Do you need to be a member of the Academy to submit a poster abstract?
A. No

Q. Does the 2500 character limit include the Title and Authors?
A. No. The 2500 character limit (including spaces) only applies to the abstract text. There are separate fields for the title and authors

Q. Where do I list references?
A. References should be included with the abstract text, and count toward the 2500 character limit.

Q. Is there a limit on the numbers of authors?
A. No

Q. May I submit a Case Report for consideration?
A. Yes. Both Case Reports and Research Studies are considered for the AAD Poster Program.

Q. When will I know if my abstract has received a passing score?
A. Abstracts will be under blind review by the Poster Exhibit Task Force through the end of October. Submitters will receive an email notification of their abstract status the second week of November.

Q. If my abstract receives a passing score, am I required to conduct a live presentation?
A. No. Submitters may select to conduct a Live Presentation during their submission process. If your abstract receives a passing score, the Academy will assign a presentation time, based upon the category of submission.

Q. If the primary (first author) is unable to present, may a co-author present in their place?
A. Yes

Q. What type of Live Presentations are offered as part of the Poster Program?
A. Electronic Poster Exhibits & Presentations: Poster exhibits present scientific information utilizing narrative material, photographs, charts, diagrams, etc. All Poster exhibits will be submitted electronically via the Academy website and displayed on monitors in The Moscone Center, throughout the meeting. In addition to viewing the electronic poster on computer monitors, authors whose abstracts receive a passing score will be offered the opportunity to conduct a five minute live presentation of their e-poster, at the Poster Presentation Centers, located in the Poster Exhibit Area.

“Pearls from the Posters” Discussion Sessions: Research Studies and Case Reports, receiving the highest average scores during the review process may be considered for inclusion in the “Pearls” Discussion Sessions during the Annual Meeting. Each presenter, whose poster has been selected for these sessions, will submit an electronic poster, and present a short, oral description of the important features of their
A poster in a small lecture setting. One or two moderators will lead a discussion in which members of the audience participate. This serves as a stimulus for a dynamic exchange of views on the poster.

Q. Is there a fee to submit a poster abstract?
A. 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.

Q. How do I obtain a receipt for my abstract fee?
A. Login to http://www.aad.org/login/?ReturnUrl=%2feposters%2f; access the meeting; click on the abstract; click the “next” button to the confirmation page, where you will be able to print a receipt.

Q. May I make changes or edits to my abstract?
A. You may make edits or changes until the Final Deadline for submissions, September 3, at 12:00pm. After that time, abstracts are under review, and no changes may be made to the abstract. For instance, no changes in authors, title, category, content or spelling will be permitted. If a change is required for scientific or academic accuracy, the poster abstract submission should be withdrawn. Accepted abstracts are reprinted exactly as submitted by the author or author’s representative(s).

Q. Am I permitted to submit an abstract for a poster, and also for the Gross and Microscopic Symposium?
A. Yes. These are two separate programs with separate evaluation criterion, so if you are fortunate to be accepted for both, then you would be expected to participate in both.

Q. Does the Academy consider industry-supported poster abstracts?
A. Yes, all abstracts undergo a blinded peer review and are graded on a 5 point scale (5 being the highest score), based on Importance to the field of dermatology, Methodology, and Presentation quality.

Q. Does the Academy accept encore presentations (presentations of material that has been previously presented at other conferences)?
A. Published material should not be submitted. It is acceptable if material has been submitted for publication but not actually published as of August 29, 2014. Applicants should not submit abstracts that include material that has already been presented at previous Academy meetings.

Q. Is there a limit to the number of posters that can be submitted/presented?
A. While there is no limit to the number of unique abstracts that may be submitted; multiple abstract submissions utilizing the same data set, examining the same drug or device, over the same time period, would likely receive an unsatisfactory grade.
Q. Where can I find guidelines for abstract submissions?
A. The Guidelines and all current information regarding Poster Abstracts is available on the AAD website at http://www.aad.org/meetings/2015-annual-meeting/for-abstracts

Q. If my abstract receives a passing score, how do I submit a poster?
A. Submitters will receive an email notification of their abstract status the second week of November. It will include instructions for submitting an e-poster for review. Following are the basic criteria for e-posters:

- PDF files of no more than 5MB are acceptable.
- There is no standard template. The poster content may be organized in any manner that best conveys the research or case.
- You may use either a single page, “8½” x 11” or a multi-page, landscape format recommended. The maximum file size for either format is 5MB. The monitors used at the meeting are typically a 16:9 aspect ratio.

Important:
- The Academy reviews all submissions prior to posting for violations of Academy Policies.
- The Academy requires disclosure of corporate support; however, product logos are not permitted on scientific posters. The Academy will not post submissions that include product logos.
- Submissions will be monitored for overt commercialism/advertising.
- You may include hyperlinks, QR codes, etc… in your posters providing they do not direct to commercial content.

Required Items:
- The poster must include the Poster Title (as submitted in the original abstract), author listing, and disclosure of commercial support (if applicable), i.e. “Support provided by XYZ Company Inc.” Product logos are not permitted.