

POSTER SUBMISSION, PRESENTATIONS & OTHER IMPORTANT INFORMATION

PSYCH CONGRESS 2024 DATES/LOCATION

Psych Congress will be held **Oct. 29 - Nov. 2, 2024** at the **Boston Convention and Exhibition Center** in Boston, Massachusetts

POSTER SUBMISSION INFORMATION:

The deadline for poster submissions is **Friday, Sept 20, 2024** at midnight ET. **No extensions will be given.**

Title Requirements for Submission:

- Max 200 characters
- Max 75 words
- A proposal must have a short, specific abstract title (containing no abbreviations) that indicates the nature of the presentation.
- Do not capitalize all letters in the title of the abstract. Capitalize the first letter of all major words in the title as well as prepositions, articles, and conjunctions of four letters or more

Abstract Requirements for Submission:

- Maximum 250 words.
- Please do not include title, author information, or references in this section. Additionally, please do not write your abstract all in capital letters or your submission will not be reviewed.
- Abstracts are brief summaries of the overall goal of an offering and the specific ideas or concepts that will be presented, including outcomes and implications for practice.

Short Description Requirements for Submission:

- Please provide a short description about your poster to have posted in the Psych Congress app.
- Please do not write your in-capital letters or your submission will not be reviewed.
- Max 75 words

Tables and info-graphics are not allowed to submitted with the poster abstract.

Tables, QR codes and info-graphics are allowed on the actual poster.

Repeat posters presentations are allowed.

Psych Congress does NOT retain the copyright to the posters presented at past or future conferences.



POSTER PRESENTATION TIMES AT PSYCH CONGRESS

Presenters are **required** to stand by their posters to answer questions and interact with attendees during all Poster Presentation times:

- Thursday, Oct. 31 from 1:30 PM – 3:00 PM
- Friday, Nov. 1 from 1:30PM – 3:00 PM

Poster presenters do NOT have to be a poster author. But the presenter needs to be as knowledgeable as the authors.

A poster presenter can present more than one poster, but we CAN NOT guarantee that those posters will be next to each other. We do not recommend having a presenter present more than 2 posters.

Posters are required to be hung by **11:00 AM on Thursday, October 31.**

Posters are **NOT** allowed to be hung on **Wednesday, October 30.**

Posters will remain on display while the Exhibit Hall is open on Thursday, Oct 31 (12:00 PM – 3:30 PM) and Friday, Nov. 1 (12:00 PM – 3:30 PM).

Posters selected for Poster Awards will also be on display on Friday, Nov. 1 from 6:45 PM – 8:15 PM. **Individuals who wish to be considered for Poster Awards must be available during this time to attend the Poster Award Reception.**

During these times, there are no educational sessions.

ROLLING ACCEPTANCE

- Posters will be accepted on a rolling basis, with decision notification emails being sent the first week of each month, beginning in March 2024. All submissions received by the end of the month prior will receive a decision email within the corresponding review cycle.

POSTERS ON CONFERENCE APP

- We will now upload an image file of the posters on to our conference app. Attendees will be able to access the poster and engage better with poster presenters. **If you want your poster on the app, you must be prepared to submit a digital image of your poster before Wednesday, October 16.**
- Instructions on how to upload the image will be emailed to accepted poster submitters.



- If you do not wish for your poster to be on the app, please let us know by emailing callforabstracts@psychcongress.com.

PRESENTATION DETAILS

- Title and author name(s) must be clearly labeled.
- Poster handouts/copies should be available for distribution.
- Disclosure: Accepted posters must acknowledge financial support or assistance for the research at the time of presentation. If your discussion includes the use of products for which they are not labeled (ie, off-label use), you must disclose this fact at the time of presentation.
- Poster presentations and handouts are to be non-promotional/non-commercial and should not contain brand/proprietary drug names or commercial logos/names.
- Poster presenters are responsible for the transportation, location, and posting of materials in the poster session area of the Exhibit Hall.
- HMP Education will supply one **4'h x 8'w bulletin board and pushpins**. DO NOT exceed the size of the bulletin board.
- HMP Education does not retain the copyright to any posters presented at Psych Congress.

POSTER DISPLAY

You are responsible for the transportation, location, and posting of materials in the poster session area of the Exhibit Hall. HMP Education will supply one 4'h x 8'w bulletin board and pushpins. **DO NOT** exceed the size of the bulletin board.

POSTER REMOVAL

Posters and materials must be removed at the end of your session. HMP Education will not be able to return unclaimed posters or materials that have been left behind. Please note that any posters left behind will be discarded by HMP Education.

Questions?

Please review our Frequently Asked Questions. If we do not address your question in this document, please e-mail callforabstracts@psychcongress.com. Please allow **two (2) business days** for a response.