



## March 24, 2014 Research Retreat Poster Session Instructions

- Each Center on Aging (CoA) faculty member (or their graduate student or trainee) is encouraged to present a poster.
- We encourage the use of posters that you have already created and have used at previous (or forthcoming) professional meetings.
- Posters will be mounted on 4' x 8' tack boards. Clips, pins, tape, or Velcro will be provided to mount your posters. For reference, photos of last year's session may be viewed at <https://centeronaging.shutterfly.com/4>.
- All posters will be displayed in the University of Utah Guest House Ballroom (110 Fort Douglas Blvd. Salt Lake City, UT 84113) from 3 PM to 6 PM on Monday March 24, 2014.
- Presenters may set up their posters between 12:00 PM to 2:45 PM on Monday March 24, 2014. Poster setup must be completed by 3 PM. Posters must be taken down immediately following 6 PM for the displays to be dismantled by the rental company.
- You are encouraged to interact with other CoA faculty members and view their posters during the poster session.
- You are encouraged prepare copies of a printed version of your poster or an abstract for distribution at your poster presentation site.

To reserve your space for the poster session, please submit the following information by **Monday March 3rd, 2014** to [holly.abel@utah.edu](mailto:holly.abel@utah.edu):

1. Names of author/co-authors
2. Title of your poster presentation
3. Do you need table space for other materials?
4. Do you wish to present more than one poster? (If space remains after the reservations are returned, it may be possible to accommodate more than one poster per faculty member. Please indicate whether you have additional posters you'd like to present and we will notify you if there is space to accommodate this request.)

For additional information contact: Holly Abel | [holly.abel@utah.edu](mailto:holly.abel@utah.edu) | 801-213-4156