Call for Poster Abstracts
Department of Family Medicine Annual Retreat

DEADLINE: December 8 - Poster session on January 10, 2020 in Montebello

ADVICE FOR “POSTER NOVICES”

Do not worry! Our faculty development team is keen to help you produce even a simple poster to share your work, or proposed project(s). *Posters need not be technical—simple and fun displays work!* Start, by writing up your work (or proposed project) following the template. Then, for the actual poster:

- **Very basic backdrop:** Consider even a high-school-style ‘science fair’ backdrop – printing and gluing elements you want to highlight on your backdrop, or Bristol board. This is basic, but it does the job. This is simple and informal, but completely acceptable for the Annual Departmental Retreat. Remember your poster should not simply be a detailed manuscript, glued to a backboard – print should be legible from 3-4 feet away, with graphics or pretty pictures to illustrate key aspects of your work.

- **Simple digital approach:** A really simple digital poster (which can be printed) can be made using Powerpoint. Make your own poster, download a template, or consider substituting details in the attached sample Powerpoint poster – make it your OWN!

- **Better digital designs:** For design tips for even better posters, watch the short Youtube video: [https://youtu.be/1RwjJbhkCA58](https://youtu.be/1RwjJbhkCA58)

- **Where to print?** These can be printed with a 3-4 day turn-around at stores such as Staples or Walmart, in a 24x36 inch format (for less than $35 in most cases). For bigger conferences, allow several weeks for posters to be printed in larger formats, at the uOttawa DocuCentre, for higher prices.

WHAT TO DO

Email your abstract or ideas (max 250 words) outlining your work to Asiya Rolston and Dr. Eric Wootorton by December &

a) **Title and names of authors / collaborators:** Also include where you work. (You can change the details later, and add names later).

b) **Pick an innovation domain:** clinical care, medical education, scholarship, administrative service or leadership project

c) **Background:** Explain why you took on this work – include the perceived need, gap, challenge or health disparity you are addressing or seeking to correct

d) **Methods:** Outline how the project was done (or methods you are proposing for a project you are planning).

e) **Results:** Summarize your results or any outcomes you will be looking for (in incomplete projects)

f) **Discussion:** Share a line or two summarizing your findings,

Note: A select number of posters will be invited to further develop a proposal & be eligible for up to $5K in funding.