The 2010 Southeast Regional Early Hearing Detection and Intervention (EHDI) Conference is pleased to offer poster sessions to conference participants. All those who are interested in presenting a poster will need to submit a poster session application no later than June 15, 2010. Poster guidelines and application follow:

**Poster Guidelines**

One display board will be provided for displaying your poster. *Poster sizes may not exceed 8’ x 4’.* You will need to bring all materials that you will need to display the poster on the board. You may use push-pins or Velcro to mount materials on the board. However, if you plan to use Velcro, bring double-sided tape and apply it on-site. Other materials suggested for you to bring include: tacks, tape measure, scissors, tape, markers, and poster icons if you choose to use them. Bring copies of your complete paper or any other non-promotional materials/handouts to distribute to conference participants.

**Poster Topic**

The poster session selection committee will be reviewing poster topics for relevance to the EHDI community. Suggested topics would include research relating to newborn hearing screening, pediatric diagnostic assessment measures, hearing loss in infants and young children, genetic factors influencing hearing loss in children, early intervention strategies and techniques, amplification in the pediatric population, communication outcomes, or social/emotional/educational findings in young children with hearing loss. Posters providing program descriptions and summaries as well as outcome data are also encouraged.

**Preparation a Poster**

1. Create a sign for the top of the board with the poster title, author(s) and affiliation name. Sign lettering should not be less than one-inch (1") high.
2. Prepare a written summary of your project. It is suggested that most posters be organized to include the following sections: a) objective(s)/purpose; b) methods used; c) results; d) conclusions.
3. Viewers should be able to understand your poster without listening to an explanation or reading a report. To improve readability of your poster, consider the following:
   - **Text.** Use a minimal amount of text. Focus on 2 or 3 main points. Use one-line phrases with bullets to highlight key points rather than full sentences. Break up large amounts of text with indented paragraphs and subheadings.
   - **Type.** Use large lettering, at least 3/8" high, but do not use all upper case letters. Simple, easy to read fonts, such as Arial, work best. If text is not readable from 3 to 5 feet away, the print is too small.
   - **Graphics.** Use basic charts, graphs, tables, clip art, drawings, symbols, color print and photos to illustrate key points.

**Schedule and Format of Poster Session**

1. **Poster Authors:** The primary author does not have to present at the conference. However, a representative who is registered for the conference must stand with the poster during both poster session times to answer questions.
2. **Format:** Posters are supposed to be an informal, "no lecture" format. It is not necessary to prepare a formal presentation-just be prepared to discuss any aspect of your paper on a one-to-one basis and to network with conference participants. Conference participants appreciate handouts. If you would like to provide handouts, feel free to bring them. Handouts must be non-commercial.
3. **Times for Display:** Monday, July 26 10:15 – 10:45 am and 4:00 – 4:30 pm. Please have your poster displayed for both times. You will be directed to the location of the display boards when you arrive Monday morning.
4. **Poster Set-up/Removal:** Posters should be mounted on the display boards before 8:15 am on Monday, July 26. With prior approval, you may be allowed to enter the Conference Center on Sunday, July 25 to mount your poster. Posters must be removed no later than Tuesday, July 27 by 1:00 pm. Materials left after this time will be discarded.
5. **Length of Session:** Posters must be displayed during the entire length of each poster session with at least one representative available at the poster during the poster sessions. You are welcome to remain with the poster after the session, but it is not required.
Primary Author
Name and Title: ____________________________________________

Affiliation: _______________________________________________

Address: _________________________________________________

City/State/Zip: ____________________________________________

Phone: __________________________ Email: ____________________

Secondary Authors
Names and Titles: __________________________________________

Affiliations: ______________________________________________

Program Representative (if someone different from an author will be presenting the poster)
Name and Title: ____________________________________________

Poster Information
Poster Title: ______________________________________________

Poster Abstract: (limit to 200 words) __________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

With my signature, I am agreeing to follow the above-stated poster guidelines, to have my poster ready for display at the designated time, and to have a representative present during both poster session times as noted.

Primary Author Signature: __________________________ Date: _______________

Poster application due date: June 15, 2010

Please return via mail, fax, or email to: Julie Beeler
2010 Southeast Regional EHDI Conference
Tennessee Newborn Hearing Screening Program
239 Bailey Education Complex, Knoxville, Tennessee 37996
Fax: 865-974-3522 Phone: 865-765-3586
Email: jbeeler8@utk.edu