

Society of Otorhinolaryngology and Head-Neck Nurses

Poster Application

(DEADLINE: JUNE 24TH)

PERSONAL INFORMATION:

NAME: _____ CURRENT CREDENTIALS: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____ EMAIL: _____

POSTER TITLE:

LIST OF ALL AUTHORS (INCLUDE CREDENTIALS) IN ORDER AS THEY WOULD APPEAR IN PRINT:

PLEASE INDICATE THE MAJOR CONTENT AREA OF YOUR ABSTRACT:

ADMINISTRATION EDUCATION CLINICAL PRACTICE RESEARCH

ABSTRACT (250 WORDS OR LESS)

Please acknowledge the statement that follows with your initials: _____

NOTE: By submitting this material, presenters also give consent for SOHN and the ENT-NF to print the material (edited for grammar, spelling, and punctuation) in the meeting proceedings packet / booklet, and to reprint the material on the SOHN website, in the *ORL-Head and Neck Nursing* journal, or in the *Update* newsletter, along with a photograph of the presenter(s) and/ or poster(s).

PLEASE RETURN COMPLETED APPLICATION VIA EMAIL TO: sohn1@earthlink.net

POSTER REQUIREMENTS:

SIZE: Posters will be displayed on a free standing cork board that measures 4'H x 8'W. Please make sure that the poster fits appropriately into this space. Both sides of the cork board will be used for exhibits. Exhibitors will be assigned a number that will be posted on each side of the board to assist in identifying the appropriate panel for display. The Exhibit Chairperson will contact the primary author prior to the meeting to inform he/she of the assigned number, and the scheduled time(s) for set-up. Also, please remember to bring supplies to attach the poster to the board, as there are limited, or no, resources available at the host hotel (push pins, velcro pads, scissors, etc.)

HEADING: Include the title of the presentation, the first name, last name, and credentials of all authors, and the institution, city, state for the primary author only.

ADDITIONAL INFORMATION:

Authors will be requested to be present at their display during assigned exhibit times. This allows colleagues the opportunity to meet the authors, and to ask questions. The times for these sessions will be determined by the Education Committee, and will run concurrently with the education program.

Award: Poster: Written: 1989; Revised: 1997; Reviewed: 2003; Revised: 2010

Poster Awards

The judges will consist of a panel of three (3) members, the Vice President, a member of the Educational Committee, and a designee from the general membership (chosen by the Exhibit Chairperson). The judges may have an exhibit, but may not be entered in the award contest.

PROCEDURE:

- A. APPLICATION submitted by June 24th.
- B. SPECIFICATIONS (listed on next page)
- C. JUDGING:
 1. Will be completed prior to the annual business meeting.
 2. The judges will receive a score sheet.
- D. POINTS: (see CRITERIA below)
 1. The maximum points for a poster is 20.
- E. CRITERIA FOR POINTS:
 1. Originality: 5 points possible
 - a. (0-4 points) Presents new information in the field of ORL or Head-Neck Nursing
 - b. (0-3 points) Presents old information in a new way
 - c. (0-1 point) Content relevant to use in the clinical setting
 2. Style: 5 points possible
 - a. (0-2 points) Use of photographs/diagrams
 - b. (0-2 points) Content is structured in an orderly format
 - c. (0-1 points) Use of color to attract interest, is visually attractive
 3. Educational Value: 10 points possible
 - a. (0-7 points) Focus can be towards the nursing staff and/or the patient.
 - b. (0-1 point) Content is at an age appropriate reading level
 - c. (0-2 points) Potential for publication
- F. AWARDS: Will be announced and presented during the business meeting. Awards as follows:

POSTER	First Place	\$100.00 and Certificate
	Second Place	\$ 50.00 and Certificate
	Third Place	\$ 25.00 and Certificate
	All others:	Honorable Mention Certificate
- G. Any entry where more than one person collaborated on the exhibit, will have the cash award split evenly. All winners will be announced during Congress at the Annual Business Meeting and in the *Update*.
- H. All individuals who submit a poster must be SOHN active members.

- I. The poster must be original work (NOT presented at any other nursing conference) prior to the Annual Congress.
- J. If any exhibitor has received a cash award for two consecutive years the individual is not eligible to present at the Annual Congress the following year.
- K. The SOHN Logo must be affixed on each poster.
- L. There is no limit on the number of individuals who place their names on a poster.
- M. Dates for submission will be published each year in the *Update*.

Research Poster Award

To recognize outstanding research contribution in the field of Otorhinolaryngology Head-Neck Nursing in the form of a poster presentation. The judges will consist of all members of the Research Committee present at the Annual Congress. A committee member who is exhibiting a research poster at Congress will not be able to serve as a member of the judging panel.

PROCEDURE:

- A. Research posters must be submitted according to criteria established for all poster presentations.
- B. JUDGING:
 - 1. Will be completed prior to the Annual Business Meeting
 - 2. Research posters are judged according to criteria established by the Research Committee
 - 3. Research posters may be judged in both the general poster contest and the research contest.
 - 4. The judges will enter scores for each research poster on the score sheet
- C. CRITERIA FOR POINTS: Maximum points = 20
 - 1. *Originality of Research:* 5 points
 - a. (0 - 2) Research problem, question, or hypothesis stated clearly, succinctly, and accurately
 - b. (0 - 2) Approach to research problem is innovative
 - c. (0 - 1) Research supported by theory or framework
 - 2. *Style of Presentation:* 5 points
 - a. (0 - 2) Content structured in an orderly fashion
 - b. (0 - 2) Visual presentation facilitates clarity and understanding of study
 - c. (0 - 1) Visually attractive; attracts interest
 - 3. *Clarity of Methods and Findings:* 5 points
 - a. (0 - 3) Describes research design, sample, instruments, and procedure and findings clearly and accurately
 - b. (0 - 2) Data management and analyses adequate and appropriate
 - 4. *Implications of Findings for further investigation:* 5 points
 - a. (0 - 2) Findings applied to ORL nursing practice or guidelines
 - b. (0 - 2) Study topic related to ENT-NF research priorities and/or goals
 - c. (0 - 1) Potential for publication
- D. AWARD

The Research Poster Award will be announced and presented during the business meeting. The award will include a monetary award of \$100.00 and a Certificate.

Award: Research Poster: Written: 1999; Reviewed: 2003