



# OPEN FORUM POSTER GUIDELINES

## POSTER PRESENTATION

- Accepted abstracts will be assigned to an OPEN FORUM session scheduled at the AARC Congress. Presenters are expected to arrive on time.
- Substitute presenters are not allowed without prior written permission. Individuals who are employed by industry are not permitted to present. Only a coauthor of an abstract may serve as presenter.
- Changes to accepted abstracts are not permitted.
- All presenters must register as Congress attendees (daily registration and student rates are available). All fees and expenses associated with the preparation, submission, and presentation of abstracts including, but not limited to, travel, housing accommodations, and meeting registration are the responsibility of the author/presenter.

## POSTER GUIDELINES

You may be creative in designing your poster, but the following components must be included:

- Maximum poster size is 66 inches wide x 40 inches tall
- Use Title Case for the Poster Title
- Only list author names and affiliations (no degrees or credentials)
- Include Background, Methods, Results, and Conclusions
  - **Optional:** Figures, Tables, Acknowledgments, References
- All industry relations for all authors for the previous 2 years must be disclosed on the poster
- Commercial logos are prohibited (hospital logos are permitted)

## POSTER TEMPLATE

- A free poster template is available for download at [www.rcjournal.com](http://www.rcjournal.com)
- For tips on designing a high-quality poster, see our video series available at [www.youtube.com/@RespirCare/videos](https://www.youtube.com/@RespirCare/videos)

## ONLINE POSTERS

- To have your poster included as a supplemental file to the accepted abstract published in RESPIRATORY CARE, email a PDF version of your poster to Denise Willis at [Denise.Willis@aacrc.org](mailto:Denise.Willis@aacrc.org) by October 25, 2024.
- Posters must adhere to the Poster Guidelines to be included.