



Guidelines for Chairs of RAPiD: Rapid Abstract Poster Discussion Sessions

The session begins with each author orally presenting a very brief summary of their research with the use of 1 PowerPoint slide followed by the traditional poster display/viewing period and discussion of the poster themes.

Author Summaries are 60-90 second oral presentations by Poster Presenters, used to preview the data outlined in their posters displayed on the poster boards at the Poster Discussion Session. These presentations consist of 1 slide per presenter containing the presenting author's name, his/her poster board number and a key piece of data, a summary figure, etc. to briefly summarize the data contained in their poster. The author summaries should be done in "rapid-fire" style to avoid delays and keep the presentations moving.

BEFORE THE CONFERENCE

1. The primary session Chair should prepare 1 opening slide identifying the broad questions/themes for the session
2. The Chair should collect the individual data slides from each author and compile all slides into one PowerPoint slide presentation
3. The complete PowerPoint presentation must be brought to the session room on a flash drive to use with the LCD Projector provided in the session room
4. Any Poster Presenter who fails to submit a slide prior to the Session will NOT present.

AT THE SESSION: THE AUTHOR SUMMARIES

1. Authors are requested to line-up in order of the poster presentations
2. The primary session Chair introduces the session and requests the audience to hold applause
3. The Chair displays the first slide identifying the broad questions/themes for the session
4. The chair introduces the first poster presenter by name only and advances to their data slide
5. The first author presenter gives a 60-90 second summary of his/her poster data stating the hypothesis, a key finding and significance to the field (no methodology).
6. The Chair continues with the next author presenter and so on through all the presentations and slides
7. When the presenter reaches the 90-second mark, the chair stops the presenter, thanks him/her and moves to the next slide and presenter

AT THE SESSION: THE INDEPENDENT POSTER VIEWING PERIOD

1. After the last oral poster summary, the Chair should announce the independent poster viewing period
2. The Chair asks the poster presenters to stand by their respective posters
3. At this time the audience can independently discuss the posters directly with the authors
 - Suggested time for independent poster viewing is 30-45 minutes, although the Chair may be flexible with the amount of time allocated to the viewing based on the number of posters and how much time they wish to dedicate to the discussion period.

AT THE SESSION: DISCUSSION OF THE THEME(S)

1. The discussion period will follow the viewing time
2. The chairs will conduct the normal discussion of the poster topics
3. The chair may use the submitted slides from the author summaries to group discussions and organize the discussion based on themes/models or injury/common findings, etc.
4. Follow the Guidelines for Chairs of Poster Discussion Sessions for how to conduct the discussion period.