

Poster Sessions

There are three scheduled Sessions: Monday, December 7th; Tuesday, December 8th; and Wednesday, December 9th. Each poster session is scheduled from 5:30 p.m. - 7:30 p.m., and each will host a reception. However, posters should be mounted by 10:30 a.m. on the assigned day for early review prior to the evening Session. Posters must be removed no later than 8:00 p.m.

Posters are grouped by classification for the convenience of those attending the sessions. When submitting a poster, the presenting author agrees to attend the poster during the assigned poster session. *In late September, after verification that the presenting author is registered, a decision letter which includes the day and board number of the poster will be sent via email.* Each poster board will be numbered. ***Please do not remove the numbers.***

POSTER PRESENTATION & MOUNTING SUGGESTIONS

- ❖ The **maximum area per poster is 4 feet high by 6 feet wide** and should be mounted at eye level.
- ❖ Place the poster title at the top of the poster board in 1" high letters.
- ❖ A copy of the abstract, typed in large letters, should be posted on the upper left-hand corner under the title, along with the sponsor's name, if applicable.
- ❖ ***Disclosure information for all authors must be posted on the lower right-hand side.***
- ❖ Hand-lettered materials should contain appropriately heavy lettering at least 3/8" high. Shade block letters where possible.
- ❖ Remember that illustrations may be read by interested scientists from distances of about 3 feet or more. Keep them simple. Charts, drawings, and illustrations should be heavily drawn.
- ❖ Do not mount materials on heavy board because it will be difficult to affix the materials to the poster board. **Keep presentation as lightweight as possible.**
- ❖ Prepare and bring to the meeting all materials needed for the poster (figures, tables, etc.).
- ❖ Bring the necessary **pushpins or thumbtacks** to mount the poster. **The ACNP will have a limited supply of pushpins.**

NOTE: The mounting surface for 2009 posters will require **PUSHPINS or THUMBTRACKS.**

Poster Guidelines

DEADLINE: August 31, 2009 at 11:59 PM CT.

The abstract should contain the essential background, the new scientific information to be presented, and the possible significance of the results (background, methods, results, discussion).

There is a limit of 4000 characters, not counting spaces, for the text of your abstract submission. (This is the body only and does not count spaces.) The maximum character limit for the title is 200, this does not count spaces.

Presenting authors **must** be registered for the Annual Meeting and meet eligibility criteria in order for a poster to be accepted. All poster abstracts will be reviewed. Once the abstracts are reviewed and approved, all submitted correctly will be accepted and scheduled for presentation *if the presenting author of the poster has registered for the Annual Meeting and meets other eligibility criteria as described below.*

In order to be compliant with CME regulations, all poster presenters MUST complete a disclosure form AND an abstract. Poster presenters who do not complete the disclosure form and abstract form will not be allowed to present a poster at the ACNP Annual Meeting. Disclosure information on all co-authors must also be included. Complete conflict of interest disclosure information for all authors must be included on the lower right hand side of the poster board.

Non-ACNP members must be invited to the ACNP Annual Meeting by an ACNP member as well as have an ACNP member sponsor their poster. The ACNP member inviting you to the meeting and the ACNP member sponsoring your poster may or may not be the same individual.

All poster presenters may be first author on only one poster. Presenters may be listed as a co-author on any number of posters.

The poster abstract and the completed Meeting registration form [along with the appropriate Meeting registration fee] **must** be received by the Executive Office no later than Monday, August 31st, in order for the poster to be accepted.

The College requires investigators to affirm that all experimental protocols in animal studies were approved by the Institutional Animal Care and Use Committee and were conducted in accordance with the National Institutes of Health *Guide for the Care and Use of Laboratory Animals*, or by the applicable requirements of the investigator's institution.

All industry funded research studies must be co-authored by an ACNP member.

Poster abstracts must be submitted by the author (or co-author) or the author's assistant. Submissions by any third party are prohibited.

A # symbol may be used to designate equal author contribution.

Poster abstracts are not archival and do not bear the imprimatur of the ACNP. They are not to be cited or referenced. For appropriate reference for citation, write to the author of the abstract.

Industry authors must list their employer as a conflict.

Presenting authors must agree to reveal the structure of a compound or gene if it is mentioned in the abstract.

Presenting authors will be contacted in two years and asked if/where the data was published.

NOTE: A non-member whose poster is sponsored must also be invited by a member to attend the Annual Meeting. The one Invited Guest/Trainee per member rule continues to apply.

Poster Reviews

Poster abstracts will be reviewed on the following criteria:

Abstracts should contain original data. **Abstracts lacking original data will not be accepted.**

Posters should not be of a commercial or promotional nature.

Groups Entitled to Present Posters without Sponsors

- ACNP Fellows, Members, Associate Members, Foreign Corresponding Fellows
- Current Travel Awardees
- Past Travel Awardees (2007-2008)

Poster Limits--Without Sponsors

ACNP Fellows, Members, Foreign Corresponding Fellows may present two posters OR present one poster and sponsor one poster.

Associate Members may present up to two posters. They can NOT sponsor posters.

Current Travel Awardees may present one poster as a travel awardee without a sponsor. Poster should have "Current Travel Awardee" in place of sponsor line. They cannot present a second poster. They can NOT sponsor posters.

Past Travel Awardees (2007-2008) may present one poster as a past travel awardee (list awardee type and year) without a sponsor. They cannot present a second poster. They can NOT sponsor posters.

People Eligible to Sponsor Posters

ACNP Fellows, Members, and Foreign Corresponding Fellows may sponsor one poster. Poster sponsors will be contacted for verification of sponsorship. If sponsoring one poster, sponsor may only present one poster.

The sponsoring member must be able to vouch for the quality of the work by: being at the same institution as the presenter; or having a mentor relationship with the presenter; or being involved in a collaborative effort with the presenter; or being involved with a federally funded research program with the presenter.

A member should not agree to sponsor a poster abstract unless one of the above four guidelines can be validated. A member should not sponsor a poster abstract only as a favor for an individual or because you know the requesting individual does excellent work. **The Executive Office will request written confirmation of sponsorship.**

Sponsors of abstracts will be contacted for verification of sponsorship. ACNP members are allowed only ONE sponsorship and one poster presentation OR to present two posters. Abstracts will be reviewed by the Program Committee.

Groups Entitled to Present Posters with Sponsors

- ACNP Administrative Members, Corporate Representatives
- Non-ACNP members

Poster Limits--With Sponsors

ACNP Administrative Members, Corporate Representatives and non-ACNP members may present two posters **AS LONG AS each poster has two different ACNP sponsors**. Can be first author on only one poster. Can be listed as co-author on any number of posters. They can NOT sponsor posters.

Guidelines for Sponsored Posters

A copy of the abstract, including the sponsor's name, should be posted in the upper left hand corner of the poster board.

All industry-funded research studies must be co-authored by an ACNP Fellow, Member, or Foreign Corresponding Fellow.

NOTE: A non-member whose poster is sponsored must also be invited by a member to attend the Annual Meeting. The one Invited Guest/Trainee per member rule continues to apply.

HOT TOPICS

The ACNP will have a "HOT TOPICS" session on Sunday, December 6th, at the Annual Meeting. The Session will be divided into two concurrent categories. One category will include Basic and Translational topics and

the second category will include Clinical topics. Classify your abstract accordingly--unclassified abstracts will not be considered.

If you are interested in being considered for the Hot Topics Session, please mark the hot topic box when completing your abstract on-line. There will also be a box to include a short explanation of why your abstract is a notable "Hot Topic." All abstracts from corporate representatives and nonmembers must be sponsored by an ACNP member.

Each oral presentation should last about 10 minutes plus a 5-minute period for questions and open discussion. If accepted, it will be required that PowerPoint presentations are sent to the Executive Office in early November in order for the audio/visual to run smoothly.

The poster guidelines still apply.

Only approximately 5% of submitted abstracts are accepted for Hot Topics.

GUIDELINES FOR ABSTRACT SUBMISSION:

The abstract should contain the essential background, the new scientific information to be presented, and the possible significance of the results (background, methods, results, discussion).

Poster abstracts must be submitted online using the link below:

http://files.abstractsonline.com/SUPT/227/2437/ACNP_posterSubmission.html

(If this link does not work, please copy and paste into a new browser)

All instructions are furnished at that site. You will need to either login using last year's account information or create an account if it is the first time you have been on the abstract site. Once at the website, on the left side of the screen, select "click here to create a new user account" and follow the step-by-step instructions. This will allow you to prepare abstracts on-line, save them, and review or change them again later. You may have an e-mail sent to you confirming the receipt of the on-line abstract. ***The deadline for submission is Monday, August 31, 2009.***

There is a limit of 4000 characters, not counting spaces, for the text of your abstract submission. (This is the body only and does not count spaces.)

Poster abstracts will be classified by primary and secondary categories. The categories are:

Primary categories:

Animal Models
Cellular and molecular neurobiology
Clinical trials
Cognitive neuroscience
Drug side effects
Epidemiology
Ethics
Genetics: animals
Genetics: humans
Human neurochemistry
Imaging
Neuroendocrinology
Non-pharmacological therapies
Novel methodologies/tools
Other
Pharmacology: clinical
Pharmacology: pre-clinical
Physiology: cellular
Physiology: in vivo
Sex Differences
Systems Neuroscience
Training

Secondary categories:

Not applicable

Adjustment disorders

Aging

Anxiety disorders

Delirium, dementia and amnesic and other
cognitive disorders

Development

Disorders usually first diagnosed in infancy,
childhood or adolescence

Dissociative disorders

Eating disorders

Factitious disorders

Impulse disorders not elsewhere classified

Mental disorders due to a general medical
condition

Mood disorders

Personality disorders

Schizophrenia and other psychotic disorders

Sexual and gender identity disorders

Sleep disorders

Somatoform disorders

Substance-related disorders

Other medical disorders

Other neurological disorders

Other psychiatric disorders in late life

Other