**Poster Presentation
(Word Limit: Typically No More than 1,000 words)**

**Description**:Posters offer unique opportunities to share works-in-progress and preliminary research findings. These pieces typically align with the outline shown below.

**Document Format**: Please provide the content in a Word document *and* in a PowerPoint or other suitable poster design template. Two are provided here:

- [HPHR Poster – Presentation Layout Template](https://bcph.org/wp-content/uploads/2023/10/BCPH_HPHR-Poster-Presentation_2.pptx)
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You may use other formats, but they must provide all of the information covered in the templates and detailed below.

Please note that descriptions submitted in Word should be prepared using Times New Roman, while the posters themselves should use a Sans Serif font, like Arial.

Do not submit PDFs or use line numbers. Visit HPHR’s online [Submission Preparation Guidelines](http://hphr.org/hphr-submission-preparation) (HPHR.org/hphr-submission-preparation/) for additional details on formatting (font, point sizes, page numbering); language, tables, images, other media (figures, tables, photographs), and style.

**Checklist**: Use the following template to ensure your submission includes all required elements:

* **Cover Letter**
* **Edition Selection(s)**
* **Title**
* **Author List and Affiliations (**Author Name, Institutional Affiliation, [ORCID ID](https://info.orcid.org/what-is-my-id/) (if applicable)
* **Corresponding Author Contact Details**
* **Keywords**
* **Abstract** (Preferred: Introduction, Methods, Results, Discussion, Conclusion)
* **Introduction**
* **Methods**
* **Results**
* **Discussion**
* **Conclusion**
* **References**
* **Acknowledgements**
* **Disclosure Statement**
* **Figures and Tables**
* **Other Photographs, Images, Video, Media, etc.**
* **Individual Author Biographies**

**Cover Letter**
Your submission should include a brief cover letter that details:

* The submission type (i.e., original research article, review article, etc.).
* Submission word count (main-text only, excluding References, Figures, Tables, etc. ).
* The edition to which it is being submitted (see below).
* All named authors that have contributed to the submission, and whom grant HPHR permission to review and (if selected) publish their work.
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* Attestation that the manuscript is not currently under consideration by another publication and/or has not previously been published elsewhere.
* A brief description of the background and relevance of the manuscript to public health.
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**Atypical Article Manuscript**

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**Title**: Insert **title** here.

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***Example***:

Dr. Bill Bips, PhD, Harvard University
ORCID ID: (if applicable)

**Corresponding Author Information**: Indicate name, affiliation, and contact information for the corresponding author.

**Keywords**: Include **keywords** for your atypical article, separated by commas, here (i.e., public health, chronic disease, obesity, etc.) There should be at least two and no more than six key words. Please do not use hashtags (#).

**Abstract** (structured): Word limit 300 words, excluding headings.

Background

Methods

Results

Conclusion

**Introduction**

Paste your introduction here.

**Methods\***

Paste your materials and methods section here. If applicable, you may wish to include subheadings.

\*Note: a Methods section is only required if review is systematic (with or without meta-analysis), but NOT required if submitting narrative review.

**[Sub-sections, title appropriately]**

Paste the sub-sections of your review here.

**Conclusion**

Paste your concluding paragraph(s) here.

**References**: All references must be prepared and submitted according to the [American Medical Association (AMA) Style Guide](https://owl.purdue.edu/owl/research_and_citation/ama_style/index.html). (Visit the AMA Manual of Style online: <https://www.amamanualofstyle.com/>; download [a guide here](https://hphr.org/wp-content/uploads/2021/09/AMACitationGuide.pdf) or here:

[tinyurl.com/AMAGuide-HPHRprep](http://tinyurl.com/AMAGuide-HPHRprep)).

AMA uses **endnotes** **with superscript** **Arabic numerals** **outside periods and commas**, but inside colons and semicolons.

I like this paper.1

In the endnotes, the reference will appear as follows:

1. Compston A. Papers I liked. *The Lancet*. 2008;372(9648):1502-1517.

**Acknowledgements**: Paste your acknowledgements here (including any funding that the work may have been financially supported by), if applicable.

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* **Figure 1.** Type figure legend here and paste figure above the legend. Legends should not be part of the design, but kept as editable text in the document. <insert page break here if including additional figures>

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* Figures ideally should be submitted with a transparent background.
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***Example***:
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Dr. Bob Smith is a professor in the Psychology Department at Harvard University. His research areas include xxxxx and xxxx. He received his formal training at Yale University.