

THE SOCIETY OF THORACIC SURGEONS

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STS 54th Annual Meeting Scientific Poster Instructions

DESCRIPTION OF POSTER BOARD

Poster Sample

Below is a sample poster arrangement. You can set up your display in any fashion you choose, however, the sample below provides the most effective design.

TITLE		
Author(s) with email addresses		
Introduction	Illustrations	
<div style="border: 1px solid black; width: 60px; height: 40px;"></div>	<div style="border: 1px solid black; width: 400px; height: 40px;"></div>	
Objectives	Methods	Conclusions
I <div style="border: 1px solid black; width: 60px; height: 40px;"></div>	III <div style="border: 1px solid black; width: 200px; height: 40px;"></div>	VI <div style="border: 1px solid black; width: 200px; height: 40px;"></div>
II <div style="border: 1px solid black; width: 60px; height: 40px;"></div>	IV <div style="border: 1px solid black; width: 60px; height: 40px;"></div>	V <div style="border: 1px solid black; width: 100px; height: 40px;"></div>
		VII <div style="border: 1px solid black; width: 200px; height: 40px;"></div>
<div style="border: 1px solid black; padding: 2px; display: inline-block;">Disclosure Information</div>		

A Poster is a visual display of the abstract that was submitted to The Society of Thoracic Surgeons. The focus is on a study, hypothesis or procedure/technique.

Poster boards will be 4' by 8' (**usable surface is 3 ft 9 in x 7 ft 9in (114.3x236.2 cm)**) with neutral colored receptive panels. Stick pins will be available onsite.

Poster boards will be double-sided to accommodate two Scientific Posters (one on each side). Each Scientific Poster has been assigned a number (P, then the number). Each author should look for his/her assigned number before putting up his/her poster.

1. INSTRUCTIONS FOR PREPARATION OF SCIENTIFIC POSTERS

- Posters should not be higher than 4', and should not be wider than 8' (**usable surface is 3 ft 9 in x 7 ft 9in (114.3x236.2 cm)**). This is the entire side of one poster board, which is what each author is assigned.

- **Financial and Regulatory Disclosure must be displayed on each scientific poster in the lower right hand corner.**
 - All relationships with commercial interests as defined in the STS Disclosure Policy (see below) must be displayed on each scientific poster along with any FDA disclosures. This disclosure information will also be provided in the text of the Final Program Book.
 - If you do not have anything to disclose, please write “Nothing to Disclose” in the lower right hand corner of the poster.
 - STS reserves the right to remove any Scientific Poster without disclosure information. If an author has any questions in regards to commercial or regulatory disclosure, please contact STS Education at education@sts.org or at 312-202-5800.
- The title and author block should be displayed across the uppermost portion of the poster. This will allow meeting participants to find posters easily.
- Scientific Posters should be readable at a distance of at least 6’ for easy viewing.

2. POSTER HOURS

Scientific posters selected for presentation/display at the STS 54th Annual Meeting must be displayed at the meeting from Sunday, January 28, 2018 by 2:00 p.m. until Tuesday, January 30, 2018 at 5:00 p.m. in the assigned location. Authors who do not display their selected posters during this time of the STS 54th Annual Meeting, will be subject to a two-year period of ineligibility for participation in the STS 55th and 56th Annual Meetings, provided that the Society may waive this penalty when unusual circumstances are presented. This sanction applies to all authors of the poster.

The STS Annual Meeting will feature a unique Scientific Posters & Wine event, to be held 5:15 p.m. – 6:30 p.m., on Monday, January 29. All posters will be graded on Sunday evening to be selected for this event. The top graded poster authors will then present their posters during the Scientific Posters & Wine event and will have their presentation graded by selected reviewers. A winner for each category will be announced shortly thereafter.

3. MANUSCRIPTS

For each abstract that is presented orally or as a scientific poster during the STS 54th Annual Meeting, a corresponding manuscript must also be submitted to *The Annals of Thoracic Surgery* for publication consideration before or at the time of the meeting. Authors must submit manuscripts separately via *The Annals* online editorial office (<http://www.atseditorialoffice.org>). All manuscripts shall become the property of the Society. Publication of all manuscripts in *The Annals of Thoracic Surgery* is not assured. If a manuscript is not submitted to *The Annals* prior to or at the time of the STS 54th Annual Meeting, a two-year period of ineligibility for participation in the STS 55th and 56th Annual Meetings will be imposed upon all manuscript authors, provided that the Editor of *The Annals* – at his or her sole discretion - may provide the author(s) with an extension of time in which to submit the manuscript when unusual circumstances are presented. The same two-year sanction rules apply to each abstract returned for revision that is not resubmitted within one calendar year of the request for the revision.

The Society of Thoracic Surgeons Education Disclosure Policy

As a sponsor of continuing medical education accredited by the Accreditation Council for Continuing Medical Education (ACCME), The Society of Thoracic Surgeons requires that any individual who is in a position to control the content of an educational activity must disclose all relationships with commercial interests (including known relationships of his or her immediate family, department, and partners.). The ACCME defines a commercial interest as "any entity producing, marketing, reselling, or distributing health care goods or services consumed by, or used on, patients. The ACCME does not consider providers of clinical service directly to patients to be commercial interests." The question of whether a disclosed conflict situation could represent undue influence on the educational activity by a commercial interest or whether the disclosed information is sufficient to consider an abstract, presentation, or other educational enduring material to represent potentially biased information must be resolved prior to an individual's involvement in STS educational programming.

Required disclosures include (1) a financial interest of any amount (e.g., through ownership of stock, stock options, or bonds) (2) the receipt of any amount of cash, goods or services within the current 12-month period (e.g., through research grants, employment, consulting fees, royalties, travel, or gifts) or (3) a nonremunerative position of influence (e.g., as officer, director, trustee or public spokesperson). EXCLUDED from this disclosure requirement are blind trusts or other passive investments such as mutual funds. In the case of a financial or other relationship disclosure, the company, product/service, and specific nature of the relationship must be noted. Disclosure is mandatory for any person involved in the planning, management, presentation, and/or evaluation of STS educational activities.

Failure to disclose all relationships with commercial interests disqualifies the individual from being a planning committee member, a teacher, or an author of educational materials, and this individual cannot have any responsibility for the development, management, presentation, or evaluation of STS educational activities. This requirement is intended neither to imply any impropriety of such relationships nor to prejudice any individual planner, presenter or author. It is merely intended to identify such relationships through full disclosure, and to allow STS to assess and resolve potential influences on the educational activity prior to the planning and implementation of an educational activity. If no relationships with commercial interests exist, the individual must indicate this on the disclosure form.

FDA Disclosure

If a device or drug requiring FDA approval is identified as a component of your presentation, you must indicate the FDA status for use of the device or drug as it will be discussed in this presentation. Additionally, the fact that the presentation, paper, or other educational product describes (a) the use of a device, drug, or other product that is not FDA approved or (b) an off-label use of an approved device, drug, or other product must also be disclosed. This requirement has been adopted in response to FDA policy and case law involving medical societies, and is not intended to prohibit or inhibit independent presentation or discussion regarding the uses of devices, drugs, and other products as described in (a) or (b) above.

Amended by the STS Executive Committee: April 11, 2012