National Institute of
Diabetes and Digestive
and Kidney Diseases

Registration

Opening:	Registration and abstract submission opens on **December 15ᵗʰ, 2023**.
Closing:	Abstract submission ends on **January 31ˢᵗ, 2024** Judging registration closes on **February 29ᵗʰ, 2024** Conference registration closes on **April 8ᵗʰ, 2024**.

Abstract Submission

Deadline:	Abstract submission is due by **January 31ˢᵗ, 2024**.
Title Length:	250 characters or less, including spaces.
Abstract Length:	Your abstract must be 2,500 characters or less, including spaces and carriage returns. Special characters such as equations, Greek letters, or special symbols are permitted. NOT ALLOWED - List of authors or personally identifying details like lab branch (to keep abstract scoring anonymous). Inclusion of tables, figures, images, bibliography (text only). Abstracts that violate these rules are subject to rejection.

Contents:	I. Scientific background II. The research question(s) / Hypothesis III. Experimental design / Methodology IV. Results V. Conclusions and their implications

The abstract should be written to a general audience from different disciplines. Your abstract can be one that you have previously submitted (e.g., conference submission, Postbac poster day, or the FARE award) if it follows the above guidelines. Every presenter should submit their own single abstract – no duplicate abstract submissions are allowed.

Selection of Oral Presentation and Elevator Talks

Eligibility
o All NIDDK fellows and FTEs may request to present at the conference. As a fellows' conference, however, trainee presentation opportunity will be prioritized when space is limited.
o Oral and elevator talk presenters will be disfavored to compete in the same category two years in a row
o To take part in the competition for award, you must be an NIDDK fellow and agree to judge one of the sessions at the conference!

Selection:
Abstracts selected for an oral presentation/elevator talk will be judged based on the following criteria:
• Does the scientific background provide enough information to support the scientific question?
• Is the research question clearly described, based on existing data, and important to the field?
• Is the experimental design clearly described, and does it lead to the researcher's arguments?
• Are the results stated clearly and do they lead to the researcher's conclusions?

Travel Awards for Fellows' Presentation

10 travel awards in the amount of $1000 each will be awarded to:
- o 2 highest-scoring oral presentations (across both days)
- o 2 highest-scoring elevator talk
- o 6 highest-scoring poster presentations (2 from each sessions)

Elevator talk presenters may be offered the opportunity to represent NIDDK in the NIH-wide Three Minute Thesis (i.e. TMT) competition.

Postdoctoral/research/clinical fellows and predoctoral/postbaccalaureate fellows presenting **posters** will compete in separate categories:
- o 1 award will be granted to the highest-scoring poster presentations by two postdoctoral/research fellow from each session
- o 1 award will be granted to the highest-scoring poster presentation from a predoctoral/postbaccalaureate/clinical fellow from each session

Winners will be announced at the ceremony at the end of the conference. Presenters are strongly encouraged to attend the ceremony.

Eligibility Criteria for the Competition:
- o **Must be an NIDDK fellow.**
- o Must give an oral, elevator talk, or poster presentation at the conference.
- o **To take part in the competition for award, you must agree to judge one of the sessions at the conference!**
- o You will be contacted to judge a session that you do not compete in.
- o Volunteering to judge multiple sessions is appreciated but will not affect your eligibility

Oral Presentations and Elevator Talks

- o **If selected for oral presentation:**

Talk Length: Maximum of *10 minutes + 5 minutes* Q&A

Content: Your presentation should provide enough background to understand the research question, clearly describe the methodology employed, and show all results needed to support any conclusion(s) made. Please make sure to discuss the significance of the research question(s) and the rationale for the method(s) used.

Scoring: Rubric for judging criteria will be shared with the selected presenters.

- o **If selected for elevator talk:**

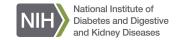Talk Length: Maximum of *3 minutes* + **NO Q&A**. The presenters will have the opportunity to answer questions during their poster session.

Content: Your presentation should be a single slide without any videos and animations. Your "elevator pitch" should be brief and conceptual; it should provide sufficient

background and a clear description of the question/hypothesis. Please make sure to explain the significance of your project to a general audience. Having the data on the slide is optional. These details can be later discussed during the poster session. Selected presenters will receive training from Scott Morgan.

Scoring: See rubric for judging criteria. Note that the elevator talks longer than 3 minutes will be disqualified from the award competition.

Additional information: A Mac laptop and PC will be provided for you along with a laser pointer and lapel microphone. We ask that all speakers arrive before their session and introduce themselves to the moderator. <u>You will be asked to turn over your completed powerpoint slide(s) during the week prior to the conference</u> to enable a technical check and to minimize transition times. Details regarding expected arrival times will be sent via e-mail.

Poster Presentations

Size: Poster must fit on a 4' H x 6' W board. Recommended maximum dimensions - 42" H x 54" W. Check with printer before committing to final size.

Length: You should prepare a brief (~ 10 minutes) presentation of your poster content and be ready to answer questions. You must physically attend your poster for the entire 1-hour session on your assigned day.

Content: Poster should provide (1) sufficient background to understand the research question(s) and its significance; (2) clear description of methodology; (3) results needed to support any conclusion(s) made; (4) conclusions and their implications. Be sure to address the above points in the body of your poster and in your presentation.

Scoring: Rubric for judging criteria will be shared with the selected presenters.

Printing: For printing options on the Bethesda campus, please see this link: https://www.training.nih.gov/poster_printing_options

Building 10 – B1 printer station welcomes in-person appointment only on Tuesdays and Thursdays
Please call 301-496-1721 to make an appointment

Additional information: Please hang your poster in the morning of your poster session and remove your poster at the end of the session. Tacks for hanging will be provided on the poster board.