



APS Professional Skills Training Making Scientific Presentations: Critical First Skills

March 8-11, 2007

***North Bethesda Marriott Hotel & Convention Center
Bethesda, Maryland***

| Thursday, March 8, 2007 | | | |
|--------------------------------|---|--|--------------------------------------|
| 4:30 – 5:30 pm | Registration Pick up notebooks, take to room, and bring nametag and jacket to orientation session | Scarletta Whitsett | Lower Level Registration Desk |
| 5:30 – 6:30 pm | Orientation Session Introductions Welcome Course Overview Reimbursement Meet with small group | Marsha Lakes Matyas Ida Chow Irene Hulede Melinda Lowy Scarletta Whitsett | White Flint Amphitheater |
| 6:45 pm | Bus to Dave & Busters | | |
| 7:00 – 9:30 pm | Dave & Busters Dinner Games | | White Flint Mall |
| 9:30 pm | Bus back to Hotel | | |

| Friday, March 9, 2007 | | | |
|--|---|-----------------------------|--|
| 7:30 – 8:00 am | Continental Breakfast | | Lower Foyer |
| 8:00 – 8:15 am | Announcements | Melinda Lowy | White Flint Amphitheater |
| Session 1: Introducing Yourself | | | |
| 8:15 – 8:30 am | Introductions | Selected individuals | White Flint Amphitheater |
| 8:30 – 8:50 am | Interactive session: “All About Me”/Developing an Introduction | Melinda Lowy | White Flint Amphitheater |
| 8:50 – 9:20 am | Plenary session: Do’s and Don’ts of Introducing Yourself | Joe Dunbar | White Flint Amphitheater |
| 9:20 – 10:00 am | Writing and practicing your introduction | Small Groups + speakers | White Flint Amphitheater, Brookside A&B |
| 10:00 – 10:15 am | Break | | Lower Foyer |

Support for this workshop is provided by National Institute of General Medical Sciences (Grant# GM073062-01) and The American Physiological Society.

| Session 2: Tell Me More: Establishing a Relationship | | | |
|---|---|-------------------------|--|
| 10:15 – 10:45 am | Plenary session: “Tell Me More” | Dexter Lee | White Flint Amphitheater |
| 10:45 am–12:30 pm | Practicing your Introduction Getting feedback | Small groups + speakers | White Flint Amphitheater, Brookside A&B |
| 12:30 – 1:30 pm | Lunch | | Lower Foyer |
| Session 3: Writing a Powerful Meeting Abstract and Title | | | |
| 1:30 – 2:30 pm | Plenary session: “Writing a Meeting Abstract and Title” Interactive sessions: Writing titles Brainstorm a better title | Patricia Molina | White Flint Amphitheater |
| 2:30 – 3:00 pm | Critiquing your abstract | Small groups + Speakers | White Flint Amphitheater, Brookside A&B |
| 3:00 – 3:15 pm | Break | | Lower Foyer |
| 3:15 – 4:00 pm | Critiquing your abstract cont’d | Small groups + speakers | White Flint Amphitheater, Brookside A&B |
| | | | |
| 4:00 – 7:00 pm | Computers available (no Internet) | | Brookside A&B |
| 7:00 – 8:30 pm | Dinner and introduction homework | | |
| 8:30 – 9:30 pm | Discussion Groups (optional) Minority issues breakout General training issues breakout | | Brookside A&B |

| Saturday, March 10, 2007 | | | |
|--|---|---------------------|---------------------------------|
| 7:30 – 8:15 am | Continental Breakfast | | Lower Foyer |
| | | | |
| 8:15 – 8:30 am | Announcements | Melinda Lowy | White Flint Amphitheater |
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| Session 3: Writing a Powerful Meeting Abstract and Title – cont’d | | | |
| 8:30 – 10:00 am | Case Study #1 Case Study #2/Authorship | Tom Schmidt | White Flint Amphitheater |

| Session 4: Writing a Poster | | | |
|------------------------------------|--------------------------------------|-----------------|---------------------------------|
| 10:00 – 10:30 am | Plenary session: Writing poster text | Keri Poi | White Flint Amphitheater |
| 10:30 – 10:45 am | Break | | Lower Foyer |

| Session 5: Designing a Poster | | | |
|--------------------------------------|--|-------------------------|--|
| 10:45 am–11:15 am | Plenary session: Designing a Poster | Michael Romero | White Flint Amphitheater |
| 11:15 am–12:30 pm | Critiquing your poster text and design | Small groups + speakers | White Flint Amphitheater, Brookside A&B |
| 12:30 – 1:30 pm | Lunch | | Lower Foyer |

| | | | |
|------------------------|---------------------------------------|-------------------------|--|
| 1:30 – 2:45 pm | Poster critique feedback | Small groups + speakers | White Flint Amphitheater, Brookside A&B |
| 2:45 – 3:15 pm | List of poster improvements | | |
| 3:15 – 3:30 pm | Break | | Lower Foyer |
| 3:30 – 4:30 pm | Plenary session: Poster Presentations | Robert Hester | White Flint Amphitheater |
| 5:00 – 10:00 pm | Plan a Group Dinner | | |

Sunday, March 11, 2007

| 7:30 – 8:15 am | Breakfast | | Lower Foyer |
|--|-------------------------------|-----------------------------|--|
| 8:15 – 8:30 am | Announcements | Melinda Lowy | White Flint Amphitheater |
| Session 6: Poster Presentations | | | |
| 8:30 – 10:15 am | Presenting your poster | Small group work + speakers | White Flint Amphitheater, Brookside A&B |
| 10:15 – 10:30 am | Break | | Lower Foyer |
| 10:30 – 11:00 am | Presenting your poster cont'd | Small group work + speakers | White Flint Amphitheater, Brookside A&B |
| Session 7: Wrap-up and Evaluation | | | |
| 11:00 am – noon | Plenary session - Evaluation | Marsha Matyas | White Flint Amphitheater |
| 12:00 pm | Boxed Lunches to go | | Lower Foyer |
| 1:00 pm | Departures to airport | | |