Policies and Procedures
NCRA Annual Education Conference Poster Presentations

GENERAL INFORMATION

Last Reviewed and Approved: Submitted for approval: September 2016

Committee Structure: Chair of Annual Conference Program Committee and Manager of Education Program

Term of Office: Does not apply to this policy and procedure

Reports: submitted by the Chair of the Program Committee
Purpose

Poster presentations at the NCRA Annual Educational Conference provide an additional venue and opportunities for members to learn more about the impact of the cancer registry data on public health as well as advancements within the profession.

Policies and Procedures

1. The NCRA Annual Educational Conference Program Committee, working with the NCRA Manager of Education Programs, will set the standards and guidelines for the poster presentations and approve the poster presenter agreement.

2. Abstracts for poster presentations will be submitted through the NCRA online submission site/process during the submission period specified in the conference call-for-abstracts.

3. Posters will be on display and available for viewing, at an assigned location at the NCRA Annual Educational Conference venue, throughout the conference. Poster presenters will attend their posters at appointed times to discuss the poster content and to take questions from the attendees.

4. The NCRA Annual Educational Conference Program Committee will work with the NCRA Manager of Education Programs to set the judging criteria and outline the process, including developing the scoring sheet, appointing the five judges, and setting the timeline for the on-site judging.

5. Ribbons will be awarded as follows: 1st Place, 2nd Place, and Honorable Mention. Awardees will be acknowledged during the NCRA Annual Educational Conference.