



## Call for 2021 Poster Presentation Proposals

Dear Aromatic Community,

The Conference Committee cordially invites you to submit proposals for a poster presentation for the 2021 AIA Conference. This is an excellent way to share your work and receive invaluable feedback from your peers and colleagues within the AIA community.

Below you will find information about poster presentations, suggestions for how to prepare and present a poster, and our submission guidelines. There is no monetary compensation for poster presentations accepted for display at the conference, however the posters will be judged, and awards will be presented in various categories reflective of the conference theme.

In addition, abstracts about your poster, along with your contact information, will appear in the Conference Proceedings if submitted by July 1, 2021.

We hope you'll consider sharing your experiences with our community. Feel free to contact us with any questions you might have by emailing the committee at [conference@alliance-aromatherapists.org](mailto:conference@alliance-aromatherapists.org).

See you in September!

*The 2021 AIA Conference Committee*

## 2021 Poster Session Information and FAQ

### What is a poster?

Posters are a fantastic way to let others know about your ideas, a new line of research you are pursuing, or to present information about a specific protocol or aromatic remedy used in a clinical context. Posters, and their authors, inspire others and promote valuable feedback from your peers in the aromatic community. The possibilities are endless!

Information on posters should be presented succinctly and clearly so that your viewers can glean the essence of your poster quickly, typically in no more than 5-10 minutes. The format may include visual, audio, or tactile experiences for your viewers, or they may simply be a poster mounted on foam core poster boards or printed on a banner. Poster Presentations should not be wider than 8' and no taller than 8' from the floor or 5' from the table-top.

If you'd like some inspiration, check out the of poster presentations by doing a Google search using the search term "conference posters."

Our conference schedule includes a dedicated time for poster viewing on Thursday evening. All poster presenters should plan to be in the poster viewing area at this time to discuss their work informally with other attendees. In addition, during the conference, presenters will be given an opportunity to lead a lunch table discussion about their topic—providing further exposure and interaction centered around your valuable work.

### What do posters include?

- A short-written introduction to the topic.
- A description of an approach or method of data collection.
- Any outcomes, results, or even burning questions that remain unanswered.
- Text, images (for example, graphs, photographs, essential oils) or, for the technologically savvy, they may even offer audio recordings or videos to be played by attendees.
- The poster title, the author's name and contact details.
- Acknowledgements of others who helped with the work, such as collaborators, teachers, funding sources.
- Key references

### Who should present a poster?

Anyone! Whether you're a formulator sharing the methods you use with your essential oils, a clinician presenting a case history or an aromatic protocol for a particular pattern of symptoms, or a student sharing your insights into a particular essential oil, CO<sub>2</sub> extract, and/or hydrosol or condition, we welcome your submissions. The emphasis in posters is on sharing information that contributes to our shared knowledge as aromatic practitioners. Posters aimed towards advertising or promoting products, programs, or other business activities will not be considered.

The AIA community is wonderfully diverse, and we'd like our poster presentations to reflect this. Posters from experienced, established aromatherapists, students, innovative medicine makers, and clinicians are all welcome. Keep in mind that poster presentations, just like oral presentations, may be included in your CV or resume as a measure of your expertise.

**How to submit your poster proposal:**

1. Please read the Submission Guidelines carefully to be certain that you have included everything needed in your proposal.
2. Submit each proposal as an email attachment, with “AIA 2021” Poster Proposal” as the subject line. You may submit more than one!
3. Use Microsoft Word (.doc or .docx) format for all proposals.
4. File names should include your last name and first initial. For example, “B Clare poster proposal 2021.docx”.
5. Send proposals to: [conference@alliance-aromatherapists.org](mailto:conference@alliance-aromatherapists.org).

There is limited space for posters, and we will continue to accept submissions until all space is filled, or until **July 1, 2021**, whichever comes first.

If your poster presentation is accepted, you will be notified within four to six weeks.

**Poster proposal submission guidelines:**

Please include the following information with each of your poster proposals:

1. Name
2. Postal Mailing Address
3. Email Address
4. A 70 Word Bio
5. A succinct title for your poster, example “Dosing Strategies Using CO<sub>2</sub> Extracts”
6. A 200-400 word abstract summarizing your poster topic

We look forward to receiving your contributions!

Sincerely,

*2021 AIA Conference Committee*