

Invitation for the 6th Science Exchange Day, on the 9th of March 2012

Invitation

To the directors and policy officers of VU Medical Center Research Institutes
CCA/V-ICI, EMGO+, ICaR-VU, NCA, MOVE

The committee VCW (*Vaste Commissie voor de Wetenschapsbeoefening*) invites you to the yearly Science Exchange Day

In 2012 the 6th Science Exchange Day will be held on the 9th of March. Please join us and book this date in your calendar.

Purpose

To stimulate interaction between researchers of the 5 VU University Medical Center research institutes.

Location

At the VU University Medical Center; in the 'Amstel' hall and the 'Foyer' hall.

Time

9th March 2012, 11.00 – 17.30.

Program

The outline of the program is as follows:

- Poster session
- Presentation by representatives of two research institutes
- Presentation by Prof. B.W.J.H. Penninx, PhD
- Granting awards: best abstracts, best poster
- Informal reception

Your abstract

The deadline for MOVE members for submitting their abstract is 18th of December 2011. To avoid that the abstract will not be accepted, please check that the abstract complies with the guidelines. The abstract will be returned to the researcher if the right format has not been used. Please submit your abstract to moveoffice.fbw@vu.nl

The maximum number of presented posters is 200. If this amount will be exceeded, the VCW will make a selection of studies to be presented.

Abstracts concerning studies of which the results are not yet known, will be excluded from participation.

Your Poster

Please bring along your poster on the *Science Exchange Day*, on the 9th of March.

Dimensions of your poster in portrait should be: 1,00 m wide and 1,25 m high. It must be an AO-poster (0,84 by 1,19) because of the size of the poster boards.

While creating the poster, please pay attention to the following points:

- ❖ Content:
 - Does the poster invite people to read it?
 - Is it clear for outsiders what the research has yielded?
 - Does the poster show a clear description of the research? (the person should be able to recapitulate it in short)
- ❖ Lay-out: Does the poster attract attention? Without doing this in a blown-up way?
- ❖ The poster is uncomplicated and neatly arranged. The reader should be able to comprehend the information well.

The aim of the posters is to be as attractive as possible to create attention for your research.

It is possible to send in a poster of an earlier congress but be aware that people of different disciplines and backgrounds will join the *Science Exchange Day* because they might be interested in your research.

The posters will be organized according to common themes and numbered, corresponding with the numbers used in the abstract book and they must be hung early in the morning of the 9th of March at predetermined boards.

More information

Should you have any comments or questions, please contact Ellen Dijkstra (e.dijkstra@vumc.nl).

22nd November 2011

**(Font: Arial, pitch 14, spacing 1) Title of the abstract for
VU University Medical Center Science Exchange Day
(please do not add a ‘.’)**

Skip one line:

(Pitch 12) Name First researcher¹, name presenting author¹, name co-author(s)² (please do not add a ‘.’)

Skip one line:

¹ Example: name of the department, VU University Medical Center (between ‘¹’ and the first word a ‘tab’) The presenting author will be the one to present the poster and to answer the questions during the Science Exchange Day (please do not add a ‘.’)

² Example: Institute for cardiovascular research, VU University Medical Center (just add ‘The Netherlands’ when also foreign institutes are mentioned) (please do not add a ‘.’)

Skip two lines: Introduction

(Pitch 12) In this section guidelines for the abstract layout are given.

Skip one line: Methods

Please do not change the layout of the title, the authors and affiliations. The presenting author should be underlined. Please include in your abstract the following sections: Introduction, Methods, Results and Conclusions. Please do not change the font or font size of the body text. Figure(s) and Tables are optional and should be included in the text without changing the margins. Maximum size of the abstract is one page A4, 250 words.

Skip one line: Results

Abstracts will be included in the Abstract Book exactly as submitted. Please note that color figures will be reduced to grayscale. Therefore, authors are advised to grayscale figures. Abstracts that substantially deviate from these instructions cannot be accepted. Abstract submission deadline is December 27th, 2010. The abstracts should be submitted by the institutes. There is no maximum in the amount of submitted abstracts.

Skip one line: Conclusions

To finish the abstract, save it as a word- (not pdf-) document and send it by e-mail to the research institute you belong to.

Beware:

- **Please do not change the style of this document. Just replace the passages by your own text and remove the instructions.**
- **Please check the writing of the name of your research institute to be correct.**