

## CALL FOR ABSTRACTS

The Diamond Headache Clinic Research & Educational Foundation (DHCREP) is pleased to invite abstract submissions for our Poster Session at our CME conference: Headache Update 2019.

Headache Update 2019 will be held on July 25-28, 2019 at Disney's Grand Floridian Resort & Spa (Lake Buena Vista, FL). **The deadline for abstract submissions is Friday, May 31, 2019 by 11:59 PM (CST).** All abstracts will be reviewed by the Review Committee & may be accepted or rejected for poster presentation. Notification of acceptance will be sent to authors via e-mail by Friday, June 7, 2019. Abstract submission constitutes a commitment by the author(s) to present their work if abstract is accepted. Poster presentations will be displayed throughout the course.

### CME CONFERENCE DETAILS

<i>Event Name:</i>	<b>HEADACHE UPDATE 2019</b>
<i>Date:</i>	JULY 25-28, 2019
<i>CME Credits:</i>	<i>Approved for up to 29.00 AMA PRA Category 1 Credits™</i>

<i>Venue Location &amp; Accommodations:</i>	<b>Disney's Grand Floridian Resort &amp; Spa</b> Lake Buena Vista, FL ( <i>Orlando Area</i> )
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Discounted Room Rate: \$272.00 per night + taxes (*Single/Double Occupancy*)  
Based on availability until June 24, 2019

\*Reservation link to book accommodations will be provided after registration

### ABSTRACT REQUIREMENTS

- Name and title of Author(s) & Co-Author(s)
- Institution affiliations for each Author & Co-Author
- E-mail Address, Postal Address, & Phone number for each Author & Co-Author
- Abstract Title (must be **UPPERCASE & BOLD**)
- Clear & concise abstract of no more than 300 words (excludes Author & Co-Author name, affiliations & contact information)
- Objective of Study
- Design & setting
- Patients
- Main outcome measures
- Results
- Conclusions
- No tables or graphics should be included in the abstract
- Disclosure of any support

### SUBMISSION DETAILS

- Abstracts must be submitted via [Dropbox](#) (see website) or e-mail to [jfernandez@diamondheadache.com](mailto:jfernandez@diamondheadache.com) by 11:59 PM (CST) on Friday, May 31, 2019.
- Encore Abstracts are accepted; Late Breaking Abstracts are not accepted.
- No restrictions with using data previously published.
- No limitation on number of abstract submissions.
- Notification of acceptance will be e-mailed to Authors by Friday, June 7, 2019 along with Poster Presentation instructions.
- Presenters of accepted abstracts must register for full course attendance.
- Posters must be mounted by 5:00 PM on Wednesday, July 24, 2019.

## INSTRUCTIONS FOR POSTER PRESENTATIONS

All poster presenters are required to register & attend the full course. Poster Presenters are responsible for set-up & take down of posters at designated times & should be available for questions/inquiries for poster sessions throughout the course. Poster numbers will be assigned when presenters check-in at the Registration Desk.

Please have your poster shipped by Monday, July 24, 2019. Posters should be mounted between 1:00 PM – 5:00 PM on Wednesday, July 24, 2019. Pre-Registration will start at 7:00 PM. Exhibits & Poster Sessions will be open during pre-registration, & throughout the 4-day course. Posters must be removed by 12:30 PM on Sunday, July 28, 2019.

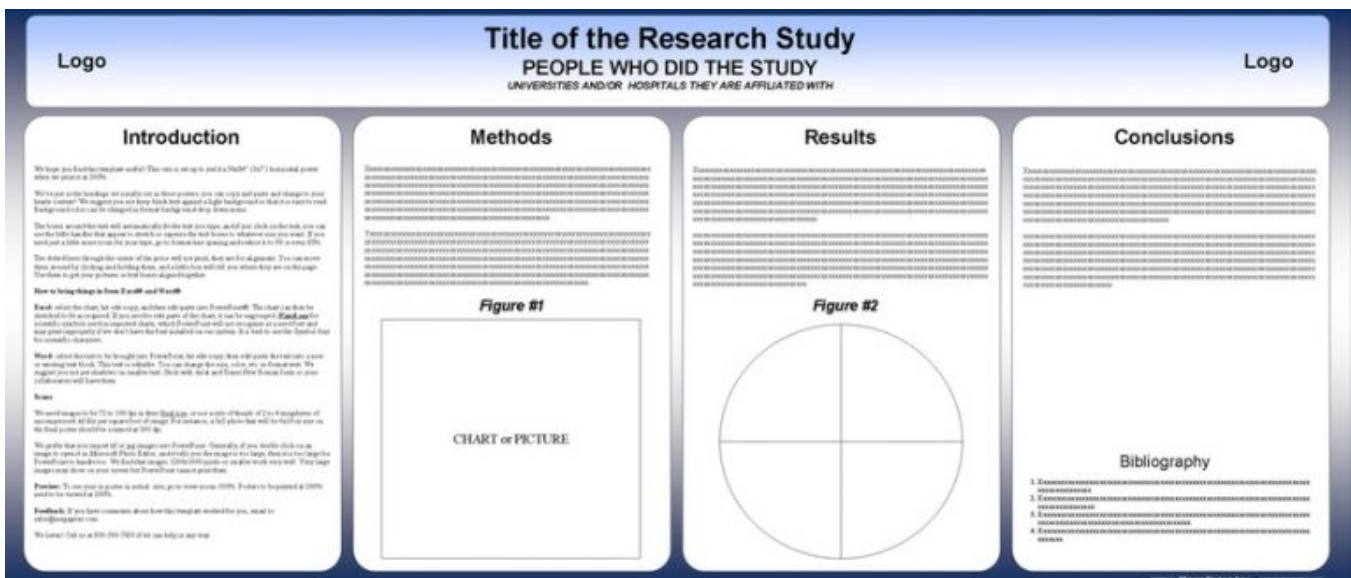
Your poster should be self-explanatory so that you are free to supplement & discuss particular points raised in inquiry. The poster must cover the same material as reported in the abstract. A copy of your abstract will be posted on your assigned poster board.

When preparing a poster, a disclosure statement must be included, noting grants & other support which helped underwrite the research or preparation of the presentation.

All illustrations should be made beforehand. Your illustrations should be able to be read from distances of about 3' or more. Charts, drawing, & illustrations might well be similar to those you would otherwise use in making slides. Do not mount them to heavy board which may be difficult to keep in position your poster boards. Hand letter material should contain appropriately heavy lettering at least 3/8" high. You may wish to have handouts for attendees.

### SUGGESTED ARRANGEMENT OF POSTER:

- Prepare a label for the top of your poster to include: title, authors, & affiliations. Lettering should be at least 1 inch (2.54 cm) high. A conclusion, in large typescript, should be placed at the lower right-hand corner of the presentation. Presentation fiberboards will be 8 feet wide & 4 feet high.
- Prepare, & bring all illustrations needed for your poster presentation (i.e. figures, tables, schemes, equations, etc.)
- Mount your label and illustrations on the fiberboard by means of tacks provided in the area.
- Please note, projection equipment and electrical outlets WILL NOT be available in the poster sessions area.
- The size of the floor-standing bulletin board is 48"W | 96" L | 78" H



## Exhibits & Poster Viewing Schedule

### LOCATION

Venue Location &  
Accommodations:

**Disney's Grand Floridian Resort & Spa Convention Center**  
4401 Floridian Way Lake Buena Vista, FL 32830 (Orlando Area)

Discounted Room Rate: \$272.00 per night + taxes (Single/Double Occupancy)  
Based on availability until June 24, 2019

\*Reservation link to book accommodations will be provided after registration

### Wednesday – July 24, 2019

1:00 PM – 5:00 PM	Exhibit/Poster Display Set-Up	St. Augustine Hall & Salons 1-5
7:00 PM – 9:00 PM	Pre-Registration Exhibit/Poster Viewing	

### Thursday – July 25, 2019

6:30 AM – 7:25 AM	Registration Exhibit/Poster Viewing	St. Augustine Hall & Salons 1-5
10:00 AM – 10:15 AM	Exhibit/Poster Viewing	
12:00 PM – 12:15 PM		
1:15 PM – 1:30 PM		

### Friday – July 26, 2019

6:30 AM – 7:30 AM	Registration Exhibit/Poster Viewing	St. Augustine Hall & Salons 1-5
10:15 AM – 10:30 AM	Exhibit/Poster Viewing	
12:15 PM – 12:30 PM		
1:30 PM – 1:45 PM		

### Saturday – July 27, 2019

6:30 AM – 7:30 AM	Registration Exhibit/Poster Viewing	St. Augustine Hall & Salons 1-5
9:45 AM – 10:00 AM	Exhibit/Poster Viewing	
12:15 PM – 12:30 PM		
1:30 PM – 1:45 PM		

### Sunday – July 27, 2019

6:30 AM – 7:00 AM	Registration Exhibit/Poster Viewing	St. Augustine Hall & Salons 1-5
9:45 AM – 10:00 AM	Exhibit/Poster Viewing	
10:30 AM – 12:30 PM	Poster Display Dismantle/Removal	

## Contact & Shipping Information

<b>ON-SITE MEETING CONTACT:</b>	<i>For questions regarding exhibits/posters</i>
<b>Jacquelyn Fernandez</b> Diamond Headache Clinic Research & Educational Foundation <i>Meeting Administrator</i>	E-mail: <a href="mailto:jfernandez@diamondheadache.com">jfernandez@diamondheadache.com</a> Office #: (312) 867-9104 Mobile/Text: (847) 764-9250
<b>Leisley Hur</b> Diamond Headache Clinic Research & Educational Foundation <i>Meeting Staff</i>	E-mail: <a href="mailto:lhur@diamondheadache.com">lhur@diamondheadache.com</a>
<b>Harriet Marcelles</b> Diamond Headache Clinic Research & Educational Foundation <i>Meeting Staff</i>	E-mail: <a href="mailto:hmarcelles@diamondheadache.com">hmarcelles@diamondheadache.com</a>

<b>CONVENTION SERVICES CONTACT:</b>	<i>For internet/electrical/audio-visual needs</i>
<b>Rich Gabriel</b> Disney's Grand Floridian Resort & Spa <i>Senior Events Services Manager</i>	E-mail: <a href="mailto:Richard.Gabriel@disney.com">Richard.Gabriel@disney.com</a> Office #: (407) 824-1874 (8-283) Mobile #: (321) 284-7290

**Meeting Bag Inserts must be delivered by Monday – July 22, 2019**

<b>EXHIBIT SERVICES CONTACT:</b>	<i>For show/exhibit management services</i>
<b>Stephanie K. Bartholomew</b> Freeman Expositions, Inc. <i>Client Solutions Manager</i>	E-mail: <a href="mailto:Stephanie.Bartholomew@freemanco.com">Stephanie.Bartholomew@freemanco.com</a> Office #: (407) 816-7945 Mobile #: (407) 666-3837

**Poster shipments must be delivered by Monday – July 22, 2019**

<b>Ricoh Business Center Services:</b>			<i>For shipments/package handling/printing at Grand Floridian</i>
<b>Hours of Operation:</b> Monday to Friday 7:00 AM – 4:00PM  Saturday to Sunday 8:00 AM – 1:00PM	For parcels:	Email: <a href="mailto:gf@ricohbusinesscenters.com">gf@ricohbusinesscenters.com</a> Office #: (407) 824-2996 Fax #: (407) 938-9343	
	For large printing jobs:	Email: <a href="mailto:customerliaison@ricohbusinesscenters.com">customerliaison@ricohbusinesscenters.com</a> Cell: (321) 436-1355	