

PEM Fellowship Conference Research Presentations Fellow Instructions

Please don't be nervous! For many people, presenting your fellowship research project to faculty from other institutions can be intimidating. We want to put you at ease. Most fellows report this experience is one of the most valuable parts of the PEM fellow conference.

Registration

With your conference registration, please complete the fellows' research information. This provides us some basic information about the type of your project as well as your proposed title. The conference planners will then be able to provide the assigned faculty this information in advance so they can prepare as well. It's ok if things change between the form submission and the meeting.

Advance preparation

We understand that your research project may be at the design phase, nearing completion, in manuscript phase or anywhere in between. Our goal is to help you, regardless of your research project stage. Please prepare a 5-10 minute power point presentation. The following slide format is suggested – please adjust based on research stage.

Very important!!! Please save your presentation on a USB to share during your break-out group.

Category (no. of slides)	Description
Title (1)	Project title and name of mentor and co-investigators
Background (1)	Summarize what is known
Objective (1)	Main study question
Methods (2)	Describe research methods
Results (2)	Include only when available
Next steps (1)	Describe what you will do next
Challenges (1)	Pose questions or describe challenges to the group

Group assignment

You will be assigned to a small group with approximately 10 fellows and either one or two ED faculty. The groups will include a variety of fellows in terms of institution, fellowship as well as type of project. Although the faculty may not have expertise in your specific project, they are experienced researchers who will be able to provide valuable advice.

Meeting session

The research presentations will occur Sunday, February 4th in the afternoon. Each fellow will have 15 minutes to present your work and to receive comments. Your initial presentation should be between 5 and 10 minutes to allow adequate discussion. You will receive feedback from your co-fellows as well as the faculty mentor(s). The faculty will watch the clock closely so that every fellow has adequate time to present. Midway through the session you will have a brief break.

Written feedback

After the meeting, you and your fellowship director will receive a brief summary of feedback via email.

Questions? Please contact Connie Smith (cjsmith@bcm.edu) or 832-498-8313.