PowerPoint Presentations:

There is no limit to the number of slides but strict cut-off times will be enforced (15-minute presentation then 5-minute Q&A session). **The following slides are mandatory and should appear as ordered.** Select slides may need more than 1 slide to appropriately cover the topic.

1.) Title Slide
- IRB status (lower left corner)
- Presentation title
- Full name
- Position (PGY1 Resident, PGY2 Resident, Fellow, etc.)
- Residency Program and location

2.) Disclosure Statement (include the following)
- Full name of all investigators
- Conflict of Interest (stating that investigators have none, or stating disclosures)
- Sponsorship (did the speaker receive funding to support their research)
- Propriety information (state that the research is subject to different interpretation)
- Educational in nature (state that speaker agrees that their presentation abides by the non-commercial guidelines)

3.) Pre-Test Self-Assessment Question
- This should be the same question as your post-test question (without answer or rationale) so the audience is aware of what they should be focusing on during your presentation.
- We suggest making your question related to the study results.

4.) Institution
- General institution information
- Demographics (bed size, type of facility in relation to project)

5.) Background

6.) Methodology

7.) Results

8.) Conclusion/Discussion

9.) Post-Test Self-Assessment Question
- One question your audience should now be able to answer related to the material presented. This could be related to the statistical tests or interpretation of results.

Formatting Instructions:
- Use standardized slide template developed by AzPA
- Make sure all slides are numbered
- Save as Windows PowerPoint 1997-2003 (.ppt) OR PowerPoint Presentation (.pptx).
- File name should be saved as *lastname_sitename (i.e.: smith_hospital.ppt)*
  - *Due May 15th 11:59 pm PST*
- Font incompatibilities are the most common problem with presentations.
- **Hyperlinks to or otherwise integrated other files (graphic, animation, videos, other programs, etc.) are not allowed as this causes compatibility issues.** Files that contain these elements will not be accepted.
- Easiest to read color schemes are a light background with dark lettering.
- Limit use of red color for any text since it is difficult to read.