THE FLORIDA SOCIETY OF RADIOLOGIC TECHNOLOGISTS (F.S.R.T.)

ESSAY & POSTER DISPLAY RULES AND REGULATIONS 2012

FLORIDA SOCIETY OF RADIOLOGIC TECHNOLOGISTS (F.S.R.T)

ESSAY RULES AND REGULATIONS

ELIGIBILITY

1. Presidential Award: Must be a voting member in good standing with the Florida Society of Radiologic Technologists.

2. Gary Beck Award: Must be a student member in good standing with the Florida Society of Radiologic Technologists. (Track two Radiation Therapy student submitting therapy essays shall be considered second year students.)

3. Each applicant must be a member in good standing with the Florida Society of Radiologic Technologists of the year the essay is being submitted, and must maintain their membership status from the time of application until the end of the Annual Conference. **No essay will be eligible for judging unless a copy of the applicant's F.S.R.T. membership card is received along with the essay.** (Copies of applications and checks will not suffice as evidence of being a F.S.R.T. member.)

THOSE NOT ELIGIBLE

1. Board of Directors
2. Supporting members (other than students)

MANUSCRIPTS

1. Manuscripts must be doubled spaced, in standard manuscript style and **be referenced in a recognized collegiate referencing style.** (i.e. APA or MLA) The essay will only be accepted in electronic format (MS Word).

2. All student essays should be screened to ensure that correct referencing is used and that the essay contains no plagiarism or references that identify the program. **THE ESSAY COMMITTEE CHAIRMAN WILL IMMEDIATELY DISQUALIFY ANY PAPER THAT IS NOT CORRECTLY REFERENCED.**

3. Manuscripts submitted for awards become the property of the F.S.R.T., and the F.S.R.T. Essay Committee Chairman will send via e-mail, copies of the 1st, 2nd, and 3rd place papers to the F.S.R.T. President and Communication Coordinator.

4. The subject matter of the manuscript must be directly related to Radiology.

5. Manuscripts must be original with the author submitting it, and cannot have been previously published or accepted for publication prior to the Annual Conference.

6. Manuscripts should be at least 1500 words, not including explanation of visual aids.

7. A statement attesting to the fact that the manuscript is the author's own work must be submitted.

8. All pages must be numbered.

9. **All submissions will be submitted via e-mail. No hard copy submissions will be accepted.**

10. Upon receipt by the Essay Chairman, an acknowledgment e-mail will be sent to the entrant to confirm receipt.

13. ALL PAPERS WILL BE SCREENED BY THE ESSAY COMMITTEE CHAIRMAN FOR THE ABOVE CRITERIA BEFORE BEING JUDGED. ALL ESSAYS WILL BE SUBMITTED TO TURNITIN TO ENSURE THE SUBMITTED ESSAY IS ORIGINAL WORK. All essays disqualified will be returned to the entrant with an explanation as to why the essay was disqualified. Program Directors will be notified of any student essays that have been disqualified.

****The first place winning essay will submit by e-mail, a one page abstract of their paper to the Essay chairman.****

DEADLINE

Essays must be e-mailed with the subject titled "FSRT Essay Competition" and received no later than **15 April 2012**. The essays should be e-mailed to latimerm@palmbeachstate.edu

COVER SHEET

The essay must be accompanied by a cover sheet with the following information: (also see sample cover sheets)

1. Name
2. Address/Zip
3. Telephone number
4. Place of employment
5. Name of employer or school
6. Title of paper

The following statement MUST be added: "I have read the rules and regulations governing the essay competition and understand them fully. The essay is entirely my own work."

AWARDS

1. **Technologist Award**

Presidential Award:	$100.00

2. **Student Awards**

Second Year Students:

First Place Gary Beck Award	$ 75.00
Second Place Gary Beck Award	$ 50.00
Third Place Gary Beck Award	$ 25.00

First Year Students:

First Place Gary Beck Award	$ 75.00
Second Place Gary Beck Award	$ 50.00
Third Place Gary Beck Award	$ 25.00

JUDGING

The Essay Chair of the F.S.R.T. shall name three judges, who are in good standing of the F.S.R.T. or subject matter experts in medical imaging to evaluate the papers. They will be known only to the Essay Chair and the F.S.R.T. President, and their decisions will be final. Judging will be based on the following criteria:

Evidence of individual effort or ingenuity; and/or a new position, device, technique or principle in a diagnostic procedure; or a new application of an existing position	Outstanding	- 15
	Above Average	- 10
	Average	- 5
	Little or none	- 0
Educational value and interest to the field of radiology	Outstanding	- 15
	Above Average	- 10
	Average	- 5
	Little or none	- 0
Organization of material - Is material presented in a logical and orderly sequence: If visual material is used, is it necessary, and if not used, is the text self-explanatory?	Outstanding	- 15
	Above Average	- 10
	Average	- 5
	Little or none	- 0
Technical level of presentation - Is the paper too technical or overly simplified? Is the material under-standable and readable?	Outstanding presentation	- 15
	Above average presentation	- 10
	Average presentation	- 5
	Too technical or too simplified	- 0
Grammar, spelling and neatness	No errors	- 10
	Very few errors	- 7
	Some errors	- 4
	Many errors	- 0

A minimum number of points will be assigned to each category and placement. In order to win a specific placement, the essay, when judged, must meet that minimum point level. For example, to win the Presidential Award, a technologist's paper must score an overall average of 50 points from each judge. Therefore, if there are three judges involved, the essay must score 150 total points to win the award.

The assigned minimum points per category are:

Technologist Paper:	- Average of at least 50 points per judge
Student Papers:	
First Place	- Average of at least 50 points per judge
Second Place	- Average of at least 45 points per judge
Third Place	- Average of at least 40 points per judge

If these minimum points are not met, there will not be an award given for that particular place standing. Additionally, a total of 10 student essays must be submitted for the competition to be held. If fewer than 10 student essays are submitted, the essays will be returned to the authors with a cover letter explaining that the competition has been cancelled.

(SAMPLE COVER SHEET TO COVER ORIGINAL ESSAY ONLY)

PLACE AUTHOR STATUS HERE
(ie. 1ST YEAR STUDENT)

PAPER TITLE

John Doe
201 Market Street
Any City, Florida 2222-5555

1st Year Student
Highland School of Radiologic Technology
Any City, Florida 2222-6666
Work/School Telephone
Home Telephone
E-mail address

I have read the rules and regulations governing the essay competition and understand them fully. The essay is entirely my own work.

_____
Signature

(SAMPLE COVER SHEET TO COVER COPIES OF MANUSCRIPT)

PLACE AUTHOR STATUS HERE
(ie. 1ST YEAR STUDENT)

PAPER TITLE

FLORIDA SOCIETY OF RADIOLOGIC TECHNOLOGISTS (F.S.R.T.)
SCIENTIFIC POSTER DISPLAY RULES AND REGULATIONS

ELIGIBILITY

1. All voting members in good standing and student members in good standing with the Florida Society of Radiologic Technologists.

2. All applicants must maintain their membership status from the time of application until the end of the Annual Conference.

THOSE NOT ELIGIBLE

1. Board of Directors
2. Supporting members (other than students)

POSTER DISPLAY CONTENGENCIES

1. A poster displayer may submit only ONE scientific poster for competition at the F.S.R.T. Annual Conference.

2. Scientific posters must be the original work of the individuals submitting them, and cannot be commercially prepared. Courtesy recognition will not be permitted.

3. Scientific posters submitted for award consideration must not have been shown previously at an Annual Conference of the Florida Society of Radiologic Technologists.

4. Scientific posters previously displayed at a F.S.R.T. district society conference are eligible for competition.

5. Scientific posters previously presented at any radiological conference (e.g. R.S.N.A., A.C.R., A.S.R.T., state radiological societies, conferences of the A.M.A., or any other medical conference) are **not** eligible for competition.

APPLICATION

1. All applications for space in the poster display area must be e-mailed to the poster display chairman no later than **30 April 2011**.

2. The title and a brief description of the poster display must accompany the application for space.

3. Student application for space must be signed by the program director, and must include the name(s) of the student(s) submitting the poster display.

4. **A copy of the all listed applicant's current F.S.R.T. membership card must accompany the application.**

5. A list of poster confirmed competition participants will be posted on the F.S.R.T. website.

6. All applications for poster display space must be on the form provided by the F.S.R.T.

7. Final acceptance is dependent upon the satisfactory completion of all of the above criteria.

8. The application form must list the names of all the individual poster displayers. The name of the hospital, institution, or office may appear on the application as part of the address.

9. **NO IDENTIFICATION MAY BE SHOWN UNTIL AFTER THE JUDGING.**

SUBJECT MATTER

1. Poster display subject matter will be chosen by the poster displayer.

2. The subject matter should be pertinent to the field of radiologic technology, which includes all modalities employed in the field of radiology for the diagnosis and/or treatment of disease. The poster may include images, charts, descriptive material, technical factors, photographs, etc., as are deemed necessary and that can be contained within the allotted space.

3. Poster displays should demonstrate originality of subject matter, be of general interest and value to other technologists from both practical and educational viewpoints, and be of technical excellence.

4. Poster displays should show no names or photographs that could identify the patient, institution, or department to the judging individuals.

SCIENTIFIC POSTER DISPLAY - MECHANICS

1. The F.S.R.T. will provide adequate table space for each display.

2. Title of the poster display and all poster-displayed material must be contained within the allotted poster display space.

3. The poster material should not exceed 36" x 48", a standard Tri-Fold Corrugate Display Board is suggested.

4. Poster display space will be assigned by the poster display chairman. The name of the displayer and place of employment or educational institution must be given to the poster display chairman before receiving permission to set up the display.

5. No viewboxes or any type of illuminator will be allowed in the display area. Only available room light may be used in displaying the scientific poster.

6. FINAL ACCEPTANCE OF THE POSTER DISPLAY FOR JUDGING IS DEPENDENT UPON THE SATISFACTORY COMPLETION OF ALL OF THE ABOVE CRITERIA.

INSTALLING AND DISMANTLING POSTER DISPLAYS/DISPLAYS

1. All spaces will be assigned by the Poster display Chairman.

2. All poster displays must be installed and ready for viewing by the time specified by the Poster display Chairman. Notification of time deadlines will be sent to each poster displayer after receipt of poster display application.

3. Each poster displayer will arrange his/her own poster display under the direction of the poster display chairman.

4. If a poster displayer is unable to assemble and dismantle his/her own poster display/display in the poster display area, he/she shall designate IN WRITING, a proxy to assume this responsibility for him/her.

5. Poster displays /displays must remain intact in the poster display area until the morning of the final day of the Annual Conference. Poster displayer applicants will be notified of removal deadlines.

6. Poster displays/displays that are not dismantled by the specified time will be digarded.

POSTER DISPLAYS/DISPLAYS HOURS

The scientific poster displays/displays will be open daily at the hours specified in the official program.

LIABILITY

The poster displayer shall assume responsibility for his/her poster display. The Florida Society of Radiologic Technologists will not be responsible for loss or damage. The F.S.R.T. will take all reasonable precautions to assure the safety of poster displays/displays during the period of viewing.

JUDGING

1. Three (3) judges shall be selected by the President of the Florida Society of Radiologic Technologists. Their names shall be known only to the President and the chairman of the Poster display Committee. The judges shall be responsible to the President and their decision will be final.

2. The judges will view the poster displays/displays on the first day of the Annual Conference for the purpose of judging and selecting the winning poster displays.

3. In order to be eligible for an award, poster displays or displays must meet certain minimum scores. These minimum scores shall be established annually by the Poster display Committee based on the overall scores submitted by the judges.

4. Poster displays/displays shall be judged in accordance with the following criteria:

CRITERIA	POINT VALUE
1. **EDUCATIONAL VALUE**	**0 - 40**
a. Contribution to higher standards	
b. Illustration of new or unusual technology or practice	
c. Treatment of current technology or practice from a historical perspective	
d. Value to technologists with little experience or limited facilities	
2. **ORIGINALITY**	**0 - 20**
a. Development of a new technique or idea	
b. Improvement of existing methods of practice	
c. Evidence of original investigative effort	
d. Originality of display concept	
3. **PRACTICAL VALUE**	**0 - 20**
a. Can information be used by most technologists?	
b. Can the information be easily applied utilizing currently available technology?	
c. Will the display concept improve current practices or standards as it is applied?	
4. **TECHNICAL QUALITY AND PRESENTATION**	**0 - 20**
a. Organization: Is material orderly and placed in logical sequence?	
b. Visual Material: Do visual materials effectively promote understanding of the display?	
c. Text: Is the text neat, clear, easy to read and free from errors?	
d. Esthetic appeal: Overall appearance and neatness of models, illustrations and graphics	

5. All requests, questions or concerns with regard to the eligibility or disqualification of an poster display must be made in writing, by a F.S.R.T. member, to the F.S.R.T. Poster display Chairman or a F.S.R.T. Board Member prior to the scheduled time of judging.

PRESENTATION OF AWARDS

1. Ribbons shall be placed on the winning displays after the judging has taken place.

2. All poster display awards shall be presented by the Poster display Chairman at the installation banquet.

AWARDS – SPONSORED BY THE WEST COAST EDUCATORS COUNCIL
SCIENTIFIC POSTER DISPLAYS

1. Technologist Competition:

First Place	-blue ribbon, plaque, and $75.00
Second Place	-red ribbon and $50.00
Third Place	-yellow/white ribbon and $25.00

2. Student Competition (for first and second year):

First Place	-blue ribbon, plaque, and $75.00
Second Place	-red ribbon and $50.00
Third Place	-yellow/white ribbon and $25.00

Revised 8/92
Revised 8/93
Revised 8/94
Revised 8/95
Revised 8/96
Revised 8/98
Revised 9/99
Revised 1/01
Revised 09/02
Revised 11/03
Revised 11/06
Revised 11/08
Revised 01/10
Revised 02/10
Revised 03/11
Revised 01/12

SCIENTIFIC POSTER DISPLAY JUDGING FORM

Title of Poster display: _____

Poster display Number _____ TOTAL SCORE_____

1. **EDUCATIONAL VALUE**
   a. Contribution to higher standards
   b. Illustration of new or unusual technology or practice
   c. Treatment of current technology or practice from a historical perspective
   d. Value to technologists with little experience or limited facilities

   31 - 40 Excellent
   21 - 30 Above Average
   11 - 20 Average
   0 - 10 Below Average **POINTS AWARDED_____**

2. **ORIGINALITY**
   a. Development of a new technique or idea
   b. Improvement of existing methods of practice
   c. Evidence of original investigative effort
   d. Originality of display concept

   16 - 20 Excellent
   11 - 15 Above Average
   6 - 10 Average
   0 - 5 Below Average **POINTS AWARDED_____**

3. **PRACTICAL VALUE**
   a. Can information be used by most technologists?
   b. Can the information be easily applied utilizing currently available technology?
   c. Will the display concept improve current practices or standards as it is applied?

   16 - 20 Excellent
   11 - 15 Above Average
   6 - 10 Average
   0 - 5 Below Average **POINTS AWARDED_____**

4. **TECHNICAL QUALITY AND PRESENTATION**
   a. Organization:
      Is material orderly and placed in logical sequence?
   b. Visual Material:
      Do visual materials effectively promote understanding of the display?
   c. Text:
      Is the text neat, clear, easy to read and free from errors?
   d. Esthetic appeal:
      Overall appearance and neatness of models, illustrations and graphics

   16 - 20 Excellent
   11 - 15 Above Average
   6 - 10 Average
   0 - 5 Below Average **POINTS AWARDED_____**

TOTAL POINTS RECEIVED_____

THE FLORIDA SOCIETY OF RADIOLOGIC TECHNOLOGISTS

POSTER DISPLAY COMPETITION APPLICATION

I wish to submit a scientific poster display at the Annual Conference and request reservation for space.

(Please type or print neatly)

NAME _____

ADDRESS _____

CITY_____STATE_____ZIP_____

HOME PHONE_____BUSINESS/SCHOOL PHONE_____

E-MAIL ADDRESS_____

EMPLOYMENT OR SCHOOL AFFILIATION_____

CATEGORY: R.T._____ 1ST YEAR STUDENT_____ 2ND YEAR STUDENT_____

TITLE OF POSTER _____

BRIEF DESCRIPTION OF POSTER DISPLAY _____

_____

I have read and fully understand the rules and regulations governing the scientific poster displays.
I agree to assume full responsibility for my poster display and understand that the F.S.R.T. is
NOT liable for loss or damage.

_____	_____	_____
Signature	Date	Signature of Program Director

E-MAIL COMPLETED APPLICATION AND **COPY OF F.S.R.T. MEMBERSHIP CARD** TO:

latimerm@palmbeachstate.edu

F.S.R.T. Poster Display Competition

POSTDATE DEADLINE: 30 April 2012