APPAM 2015 Fall Research Conference:
The Golden Age of Evidence-Based Policy
November 12-14, 2015
Miami, Florida

How to Submit a Poster

1. Open the Call for Proposals page: https://appam.confex.com/appam/2015/cfp.cgi.   Then, click 'Submit a Proposal' under the Poster option.
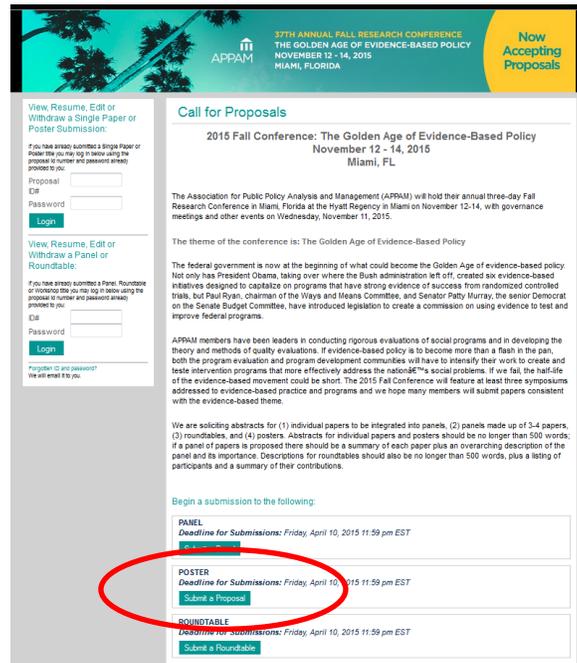
2. **Primary Policy Area:** You will be asked to select a policy area. You may only select one area for submission. After selecting the appropriate area, click 'Submit' at the bottom of the screen.
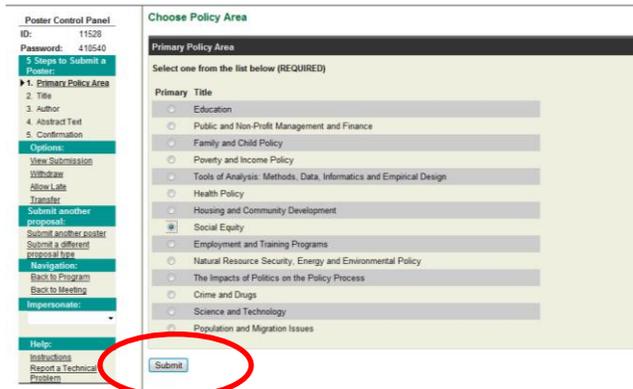
3. **Poster Title:** You will be asked to enter information on your poster. Please note that all communications from APPAM regarding this poster will only be sent to the email address provided as 'Submitter's Email Address'. No other authors from the poster submission will receive communications from APPAM. After entering the information and answer the questions, click 'Save and Continue'.

4. **Author** – You will need to enter information for each author. To enter an author, enter either their last name or email address into the fields provided, select their role for the poster and click 'Search'.

From the search results, either select an individual from the results or 'Not Found' if the individual does not appear in the search, then click 'Select.' If you selected 'Not Found', you will have to opportunity to enter information for them.

As you select the individuals, they will all show on the screen like below. To add more than one author, click 'Add new person'. Once all authors have been added, click 'Abstract Text'.

5. Abstract Text – Please enter up to 500 words for your abstract text. Once completed, click 'Save and Continue'.

6. **Confirmation:** You will have the opportunity to review your poster submission. Please ensure that all the information listed is correct. When finished, click 'Conclude Submission' at the bottom of the screen to receive your submission confirmation.

Thank you for submitting your proposal for the 2015 Fall Research Conference! After submitting your proposed poster, you will receive an email with the session ID, password, and link to your submission. You may make and edits you'd like to the submission until the deadline of **April 10, 2015**. After that date, all submissions will be closed and edits may not be made.