

AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

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May 31, 2010

Dear AAPA Member:

It is time to begin making plans for our next annual meeting. The 80th annual meeting of the American Association of Physical Anthropologists will be held at The Hilton Minneapolis from Wednesday, April 13th to Saturday, April 16th, 2011. The hotel is in downtown Minneapolis and convenient to numerous dining and entertainment venues. The host institutions for the 2011 meeting are Hamline University and the University of Minnesota, and the local arrangements are in the very capable hands of Local Arrangement Committee co-chairs, Barbara O'Connell and Martha Tappen. As usual we will be collaborating with other organizations—the American Association of Anthropological Genetics, the American Dermatoglyphics Association, the Dental Anthropology Association, the Human Biology Association, the Paleoanthropology Society, the Paleopathology Association, and the Primate Biology and Behavior Interest Group. Some of their meetings begin on April 12th.

Along with this letter, you will find instructions for preregistration, abstract submission, and other key information. Registration and abstract submission is done online at the association's web site:

www.physanth.org. Please read the instructions in the accompanying Call for Presentations carefully. If you are submitting an abstract and it is accepted for presentation, it will be published in the annual meeting supplement of the American Journal of Physical Anthropology. If you know people who are not members of the Association who might be interested in attending the meeting, please share these materials with them. All questions regarding preregistration, abstract submissions, and the scientific program, should be directed to the Vice President and Scientific Program Chair, Karen Rosenberg, University of Delaware (aapa-vp(at)udel.edu).

There are two key deadlines to bear in mind. The first for submission of proposals for poster and podium symposia is July 15, 2010. Symposia proposals do not include abstracts, but instead consist of a symposium synopsis and a list of proposed presentations. They should be submitted to Karen Rosenberg via e-mail following the instructions given in this document. Poster symposia are particularly encouraged. The second deadline, for abstract submission, is September 15, 2010. Preregistration is required at the time that you submit an abstract for review. You must submit your abstract online at **www.physanth.org**.

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The annual meeting is our biggest event of the year. Its success is made possible by a capable and hard working local arrangements team. The annual meeting that we just enjoyed in Albuquerque was one of our most successful. We owe the Albuquerque Local Arrangements Committee and its chair, Osbjorn Pearson, our collective gratitude. Ozzie and the other members of the Local Arrangements Committee did a wonderful job of meeting the needs of the attendees in a timely and efficient fashion. We also thank the many volunteers from the University of New Mexico who assisted in the tasks associated with running the meeting. The other key ingredient for making meetings happen is the dedication of the Scientific Program Committee, led so capably last year by Lorena Madrigal. I would also like to extend a word of thanks to Fred Smith, Past-President who continues to serve the Association in various capacities, and to the other members of the Executive Committee for 2009-2010: Lyle Konigsberg, Secretary-Treasurer; Chris Ruff, Editor of the American Journal of Physical Anthropology; Robert Sussman, Editor of the Yearbook of Physical Anthropology; Agustin Fuentes, Susan Antón, Brigitte Demes, and Anne Katzenberg. I offer the Association's deepest gratitude to Brigitte who is retiring from the Executive Committee this year, having served the AAPA long and well. We welcome to the Executive Committee two new members: Karen Rosenberg (Vice President and program Chair) and Debbie Guatelli-Steinberg. Although Lorena Madrigal completed her term as Vice President and program chair, she remains on the Executive Committee as the new President-Elect.

It is my pleasure to congratulate the recipients of the student prizes for the 2010 annual meeting. The awards were announced at the Student Reception, held on the last night of the AAPA meeting, to a packed house, in Albuquerque:

Juan Comas Prize: **Daniel M. Parker** of Pennsylvania State University for "An Event History Model of Dengue Fever Outbreaks in Eight Different Endemic Regions."

Earnest A. Hooton Prize: **Carrie C. Veilleux** of the University of Texas - Austin for "Differential Selection for Color Vision in Two Nocturnal Folivores."

Ales Hrdlicka Prize: **Ellen Quillen** from Pennsylvania State University for "Using Natural Selection to Identify Genes Determining Indigenous American Skin Pigmentation."

Mildred Trotter Prize: **Kristi L. Lewton** from Arizona State University for "Pelvic Biomechanics and Locomotor Adaptation Within the Order Primates."

Sherwood L. Washburn Prize: **Wendy M. Erb** from Stony Brook University for "Do Loud Calls Reflect Energy Status in Male Simakobu Monkeys (*Simias concolor*)."

The AAPA also awarded twenty-two William S. Pollitzer Travel Awards this year, facilitating student participation in our annual meeting. We hope the number of these awards will continue to increase in future years. Winning essays for 2009 can be read on the AAPA web-site. The 2010 recipients are:

Bridgett Alex, Harvard University; **Claire Barrett**, University of Kent; **Mary Blair**, Columbia University; **Ryan Campbell**, Southern Illinois University; **Jennifer Danzy-Cramer**, University of Wisconsin-Milwaukee; **Caitlin Dardenne**, University of Utah; **Jessica Drew**, Florida Atlantic University; **Heather Garvin**, Johns Hopkins University; **Christopher Golias**, University of Pennsylvania; **Lesley Gregorika**, Ohio State University; **Emily Hammerl**, University at Buffalo-SUNY; **Kristi Lewton**, Arizona State University; **Denise Liberton**, Pennsylvania State University; **Sara Lynch**, University at Buffalo-SUNY; **Stephanie Meredith**, Arizona State University; **Christina Nicolas**, University of Iowa; **Aidan Ruth**, Kent State University; **Jennifer**

Spence, Ohio State University; **Natalie Uhl**, University of Illinois, **Vivek Vasi Venkataraman**, Stony Brook University; **Anna Vick**, University of Florida; **Jennifer Wagner**, Pennsylvania State University.

Our association represents the largest organization devoted to the study of Physical Anthropology in the world. It is impressive indeed that so many of our members attend the annual meeting, indicating that this is considered the place to report new research results. Please consider submitting an abstract for the Minneapolis meeting and encourage others to do the same. In addition, please encourage your students and colleagues who are not currently members to join the AAPA (the membership application form is available at <http://www.physanth.org/member/form.html>).

A great deal of work goes into the many activities that our association engages in as a professional organization. Eight standing committees (Nominations, Membership, History, Publications, Student Awards, Career Development, Ethics, and Education) and four ad hoc committees (Repatriation, Web Site, Professional Development and Diversity) are responsible for carrying out these activities. Contained in this document is a listing of committee chairs. If you have concerns or questions relating to any of these areas, please contact me or one of the committee chairs.

The AAPA sponsors several initiatives to enhance our discipline, including a Professional Development Program now in its third year. This program, chaired by Anne Katzenberg, provides small grants to physical anthropologists who are in tenure-track lines but have yet to earn tenure. Check the AAPA website for details of this program.

Lastly, the AAPA web site (www.physanth.org) provides our membership with up-to-date information relating to our discipline. We expect to make significantly greater use of the website this coming year for communicating issues of interest and relevance to the membership. So, bookmark the Association's website (<http://www.physanth.org>) and check it frequently.

See you in Minneapolis!

Best regards,



Dennis H. O'Rourke, President
American Association of Physical Anthropologists

AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

TO: AAPA membership and annual meeting attendees
 FROM: Karen R. Rosenberg, Vice President and Scientific Program Chair.
 RE: The 80th annual meeting of the American Association of Physical Anthropologists

With this mailing, I would like to invite you to submit an abstract of a poster or podium presentation to be delivered at the 2011 AAPA meetings. I hope that if you are unable to submit an abstract, you will register for and attend the meetings. Please encourage colleagues and students to consider our meeting as a venue for presenting their work.

 **Please keep in mind several important deadlines:**

Symposium proposals	July 15, 2010
All abstracts	September 15, 2010
Student Prize Paper Summaries	February 10, 2011

Ensure that your abstract is submitted online by the deadline. Owing to the inflexible and very tight production and publication schedule for the AJPA meeting supplement, no deadline extensions will be granted. Please read carefully the instructions on abstract preparation!

Included with this first and final call for presentations are the following materials:

1. Letter from Dennis O'Rourke, AAPA President
2. General information regarding registration, symposia, oral, and poster presentations (p. 5)
3. Instructions on how to prepare abstracts (p.6)
4. Pre-registration information (p.8)
5. Hotel information (p.9)
6. Guidelines for preparation of effective oral presentations (p. 10)
7. Guidelines for preparation of effective poster presentations (p. 11)
8. Information concerning eligibility, submission and awarding of student prizes (p. 12)
9. Call for Nominations for the position of Member of the Executive Board (p. 14)
10. Darwin Lifetime Achievement Award nomination form (p. 15)
11. Gabriel W. Lasker Service Award nomination form (p. 16)
12. Sample abstract (p. 17)

Submission of abstracts and pre-registration of authors will occur online at www.physanth.org. **All abstracts must be submitted online.** Ordinarily, payment of pre-registration fees will be processed online using PayPal. However, if you would like to pay by check or money order, you may do so. (See details on p 8). As in previous years, all first authors are required to pre-register and pay the pre-registration fee at the time of the abstract submission. Additionally, you may only submit one abstract as a first author. If you have any questions regarding the submission of your abstract, pre-registration, or the development of the scientific program, please contact Karen Rosenberg, either by telephone (302 831 1855) or by e-mail (aapa-vp(at)udel.edu).

I would like to take this opportunity to thank all the association members who are serving in various committees such as the program, local arrangements and student affairs groups. With their support and your attendance, these meetings will be a success. I am looking forward to seeing you in Minneapolis.

**Pre-Registration and First and Final Call for Presentations
2011 Annual Meeting of the American Association of Physical Anthropologists
Minneapolis – April 13-16, 2011**

**General Information on Symposium Proposals, Oral Presentations,
And Poster Presentations**

A. Symposium Proposals

Symposia are intended to provide interested scientists with the opportunity to bring together experts — physical anthropologists and others — to address a chosen topic in a coherent fashion. Each podium symposium is limited to no more than one half day in length. This usually means 14 oral presentations of 15 minutes each and a 15-minute presentation by a discussant. Symposia should include no fewer than 8 papers (plus discussion). Poster symposia can also provide a highly effective means of presenting research results dealing with a specific topic. There is more flexibility with poster symposia, as they can include as few as 10 or as many as 20 posters. A poster symposium should include designated discussion times for specific posters or groups of posters. If organizers of poster symposia wish to have poster space for an introduction, conclusion, or discussion, they must request this space from the program chair when the proposal is submitted. Otherwise, we can not promise that we will give you an extra poster for these purposes. Regardless of the format of a symposium, time must be allotted for discussion.

The Program Chair, Karen Rosenberg, must receive proposals for symposia by **July 15, 2010**. **The proposals must be submitted in PDF format.** The number of sessions available for symposia is very limited. Although every attempt will be made to accommodate symposia consisting of podium presentations, this may not be possible owing to the limited number of oral sessions available during three days of meetings. Poorly focused proposals lacking sufficient planning and organization will be rejected. Proposals that do not follow the usual AAPA format of 15 minutes per presentation will also be rejected.

To propose a symposium, please e-mail to Karen Rosenberg (aapa-vp(at)udel.edu) a **PDF** document including the following elements: (1) title and organizer(s); (2) short paragraph describing the content and purpose of the symposium. If your symposium is accepted, this paragraph will be reproduced in the program issue; (3) names of the symposium participants and the titles of the papers in their order of presentation. Please specify whether poster or oral presentations are preferred. You should expect an e-mail from Karen Rosenberg acknowledging receipt of your symposium proposal within 48 hours.

Do not submit abstracts, registration materials, or fees at the time the symposium proposal is submitted. Note that nonmembers participating in symposia pay the same pre-registration fee as members (see below). Symposia participants should submit their abstract and register online at www.physanth.org **after** their symposium proposal has been formally accepted. If the proposal is accepted, the symposium abstracts and other materials are due at the same time as all other abstracts (**September 15, 2010**).

If the symposium proposal is accepted, abstracts for the individual presentations must conform to the same specifications as all other abstracts and are reviewed with equal rigor. Poor abstracts will be rejected, even if they are part of symposia which have been accepted. It is the responsibility of the organizer to make sure that all authors submit the abstracts by the deadline, with the same title and list of authors. It is also the organizers' responsibility to insist that abstracts follow our specifications. Acceptance of a symposium proposal does not mean that abstracts will not be scrutinized and possibly rejected.

B. Instructions on how to prepare the abstracts.

When you submit your abstract, you should indicate whether you have a preference for poster or podium delivery. We will try to follow your preferences but it is certain that we will not be able to accommodate everyone who wants a podium presentation. There are no limits on the number of abstracts submitted per author, but *each author may be the first author of only one abstract*.

Prepare your abstract carefully. Please see the sample abstract at the end of this call for presentations. To be accepted, the abstract must contain a clear statement of purpose, provide essential new information, including results of the investigation and conclusion(s), and address the importance of the findings for anthropology. We are aware that many organizations accept abstracts without results, but the AAPA does not. To be accepted, an abstract must include clear evidence that data have been analyzed and results have been obtained. If accepted, your abstract will be reproduced as submitted in the annual meeting supplement of the *American Journal of Physical Anthropology*. Please proof-read your abstract carefully.

All abstracts must be submitted online at <http://www.physanth.org/>. Specific instructions are:

- The deadline for submission is September 15, 2010, 11:59 PM Eastern Daylight Saving Time.
- The list of authors and their institutional associations should be part of the word file in which you write your abstract. Please note that we are requiring first names instead of initials (our organization has grown so much that we can not longer assume that there is only one Smith J.). We are doing this to ensure that the index is accurate.
- The abstract's title should be written in **bold type**, and only the first word and proper nouns should be capitalized. Authors' names should be capitalized, include the first name (as opposed to the first initial), and should not be written in bold type. Authors' associations should follow the list of authors. Identify each author's institutional association with a superscript.
- Text of the abstracts must not be longer than 250 words *exclusive of author and title information, acknowledgement of grant support*. Abstracts that exceed 250 words will not be accepted. Please insert a single tab to indent at the beginning of each paragraph.
- Abstracts should not include tables, graphs or similar graphic materials.
- Abstracts should not include a list of references cited.
- Abstracts should avoid superscripts, subscripts, and other special characters if at all possible.
- Please save the abstract in Microsoft Word, with a file extension .doc or .docx.
- Authors must suggest sessions appropriate for their presentation. We will make every effort to assign presentations to the *session category authors list as their first choice, but we cannot guarantee that this will always be possible*. If we do not have enough abstracts for one category, we will not have sessions with that title, and we will assign your abstract to your second or third choice. Final authority for designation of session assignment rests with the Program Committee Chair. The possible sessions for placing your abstract are:

1. Paleoanthropology:

- a. Primate evolution
- b. Early hominin evolution
- c. Early *Homo* evolution
- d. Late *Homo* evolution
- e. Methods, taphonomy, taxonomy

2. Anthropological genetics:

- a. Human genetic variation

- b. Human population and phylogenetic studies
 - c. Non-human genetic variation
 - d. Non-human population and phylogenetic studies
3. Human skeletal biology.
- a. Paleopathology, violence and warfare
 - b. Functional skeletal biology of humans
 - c. Human dental anthropology
 - d. Forensic anthropology
 - e. Bio-archeology
 - f. Population History
4. Non-human skeletal biology.
- a. Dental studies
 - b. Functional skeletal biology/anatomy/ locomotion
5. Primatology.
- a. Behavior
 - b. Reproduction/ Life History
 - c. Ecology/conservation
6. Human Biology.
- a. Reproduction: menarche, menstrual cycles, breastfeeding, pregnancy, menopause, reproductive strategies
 - b. Nutrition
 - c. Human adaptation
 - d. Epidemiology
 - e. Demography
 - f. Human variation
 - g. Growth and development

C. Mode of delivery: Poster and Podium presentations.

The AAPA meetings offer the opportunity to deliver presentations in a poster or in a podium format. Authors must state their mode of delivery preference for their presentation in the abstract. We will make every effort to assign presentations to oral or poster sessions as requested, *but we cannot guarantee that this will always be possible*. Final authority for designation of oral vs. poster presentation rests with the Program Committee Chair. Guidelines for preparation of effective poster and podium presentations are attached below. Because many more poster presentations than oral presentations can be accommodated at the meetings, and because we maintain a limit of four simultaneous podium sessions, authors are encouraged to request a poster presentation when either a poster or an oral presentation is appropriate for the material they are presenting.

D. Chairing a session.

A podium session chairperson is responsible for ensuring that all oral presentations stay within the time limit. Chairing a session requires a certain degree of assertiveness. If you do not think you can stand up to a prominent member of the association who continues to speak after his/her allotted time, you should not volunteer to be the Chair of a session. Chairs of poster sessions are encouraged to introduce themselves to their

session participants, to assist presenters, and to try to establish an atmosphere conducive to lively scientific exchange.

E. The Review Process

The AAPA Executive Committee and the Program Committee will review symposium proposals. The symposium organizer will be notified as to our decision to accept or reject the proposal by September 1, 2010. Acceptance of the symposium proposal does not guarantee acceptance of the individual abstracts; symposium abstracts are reviewed with the same rigor as are all other abstracts.

All abstracts are read by at least two members of the Program Committee responsible for the relevant area (e.g., Paleopathology). The Program Committee is chaired by Karen Rosenberg and includes scholars from a range of fields within our discipline. The reviewers will recommend acceptance or rejection of the abstract. If an abstract is recommended for rejection, it will be reviewed by another member of the committee and by the program Chair. All decisions to reject abstracts are final.

F. Author Information and Pre-Registration Information.

Provide complete address information for *each* author. *All first authors are required to pre-register and pay the pre-registration fee at the time of abstract submission.*

Pre-registration Fees

AAPA Regular Members and Special Members	\$100.00
Nonmember symposium participants	\$100.00
Nonmembers	\$230.00
Student Members	\$50.00
Nonmember Students	\$115.00

Registrants from certain countries are eligible for reduced pre-registration rates of \$25 rather than \$100 for members, \$40 rather than \$230 for non-members and \$15 rather than \$50 for students. These reduced rates are available to residents of all countries classified by the International Monetary Fund as having "emerging" or "developing" economies (see <http://www.imf.org/external/pubs/ft/weo/2009/02/weodata/groups.htm#oem> for a complete list). Please pay registration fees accordingly.

The pre-registration fees are nonrefundable. You will be provided with a confirmation page at the end of your online submission and pre-registration. This will serve as your receipt. If you require an additional receipt or notification, please contact local arrangements chair Barbara O'Connell (aapalac(at)hamline.edu), if you paid by check or money order.

Pre-registration will occur online at the time of abstract submission. *You have the option of paying online using PayPal or by mailing a check or money order (made out to AAPA) for your registration fee to:*

Dr. Barbara O'Connell
Hamline University MB217
1536 Hewitt Avenue
Saint Paul, MN 55104-1284
U.S.A.
651-523-2253
aapalac(at)hamline.edu

Online payment is made through PayPal, our credit card transaction service. To register with PayPal, you will need your EXACT credit card billing address. International members who have not previously used PayPal but who wish to use their credit cards to pay the meeting fees should register with PayPal (www.paypal.com) immediately (The PayPal verification procedure usually takes one month for non-U.S. residents). U.S. residents who have not used PayPal may also wish to register with this service now in order to avoid last-minute problems.

If you *are not submitting an abstract* and wish to preregister, please do so online at www.physanth.org.

You will receive a notification via email as to whether your abstract was accepted by the end of December 2010. If you have not received such notification by January 15, you may contact Karen Rosenberg to enquire if your abstract was accepted.

On-site registration fees (after March 13, 2011)

Regular Members and Special Members	\$110.00
Nonmember symposium participants	\$110.00
Nonmembers	\$240.00
Student Member	\$55.00
Nonmember Students	\$125.00

If you are bringing a child to the meetings and would like a complimentary name tag for him/her, please email the Secretary-Treasurer, Lyle Konigsberg at [lylek\(at\)illinois.edu](mailto:lylek(at)illinois.edu).

G. Hotel Information

The meeting hotel for the 2011 AAPA annual meeting in Minneapolis, Minnesota is the **Hilton Minneapolis**. All meeting functions will take place at the Hilton Minneapolis. This large and spacious hotel is situated in downtown Minneapolis, one block from the Nicollet Avenue pedestrian mall with easy access to restaurants, pubs, shops, museums, cultural/sports venues, and city parks and lakes. The Light Rail Transit (LRT) from the Minneapolis-St. Paul Airport (MSP) provides transportation to within five blocks of the hotel for fares ranging from \$1.75-\$2.25. A substantial block of rooms has been reserved for this meeting. Everyone is encouraged to stay at the meeting hotel and to book their reservations early.

The AAPA has negotiated special rates for the meeting at the Hilton Minneapolis as follows:

Single:	\$172.00
Double:	\$172.00
Executive level:	\$202.00

Reservations may be made at the Hilton Minneapolis at the toll free number listed below with the Group Code "AAPA". On-line reservations will be available at a later date via a link on the AAPA webpage (www.physanth.org).

Hilton Minneapolis

1001 Marquette Avenue

Minneapolis, MN 55403

Tel: 612-376-1000

Tel (toll-free): 1-888-933-5363 (Group Code "AAPA")

Fax: 1-612-397-4871 Website: www.minneapolis.hilton.com

Guidelines for Preparation of Effective Oral Presentations

General Comments

A good oral presentation should: (1) define the problem or state the central question being addressed; (2) indicate its importance; (3) tell what was done; (4) state what was found; and (5) consider the broader implications of the findings. It is not possible to cite all previous work, provide detailed descriptions of methods, or include all the data obtained in a 10-minute talk. A good presenter seeks to make a single point, and to make it simply, clearly, and concisely. Oral presentations are greatly enhanced by the use of good visual material. Good visuals convey the essential material of the talk, including key points and research results. They allow the listener to both see and hear; this enhances understanding. To maximize the effectiveness of your oral presentation, please consider the following guidelines.

Specific Suggestions

- 1. Clear purpose:** Effective visuals and talks make a single main point and tell a unified, coherent story. Organize your talk around a central theme. Develop a clear train of thought that does not get bogged down in detail. Provide a conclusion that summarizes the main points, and raises the important issues posed by the material you presented.
- 2. Freedom from non-essential information:** Unless the purpose of the talk is to present research methods or techniques, omit all but the key methodological details. Save non-essential information for responding to questions during the discussion period.
- 3. Graphs, diagrams, and tables:** Study results are best presented in graphic form. Diagrams can be used to present research design or study hypotheses. Avoid tables, especially those with more than a few rows and columns. Simplify your presentation so that you do not have to tell your audience “I know you can’t read the table in this slide but ...” Keep graphs and diagrams simple. Avoid gratuitous three-dimensional graphs that provide no more information than their two-dimensional equivalents.
- 4. Projection of presentations:** IBM-compatible laptops will be available at the podium for projection of PowerPoint, OpenOffice or Adobe Acrobat presentations. Do *not* bring a personal laptop to the podium! Please bring your presentation on a “hotplug” USB device or CD-R. If you use a CD be sure to “close it” for distribution to a variety of computers. Macintosh users must add the “.ppt” extension to the end of the filename. Use common fonts such as Times Roman, Arial, and Helvetica. Under Page Setup, the presentation should be set to “On-screen show.” If you use the “Pack and Go” feature of PowerPoint, have the original .ppt file available on CD or USB device just in case. Please virus check your entire CD or USB device. A final word to the wise: *Always* check your presentation on an IBM-compatible computer other than the one on which you prepared the presentation. This is the easiest way to detect compatibility “issues” *before* heading to the airport/podium.
- 5. Audio-visual equipment:** We will provide equipment for computer projection. Given the very low demand for overhead and traditional slide projectors at the most recent AAPA meetings it is no longer cost-effective for the association to provide these media services. If you require an overhead or slide projector you will need to make arrangements with the local arrangement chair (Barbara O’Connell) prior to the meetings and bear the related costs.

*****Simplicity and Legibility are Keys to Effective Oral Presentations*****

Guidelines for Preparation of Effective Poster Presentations

General Comments

Poster presentations provide more opportunities for discussion with interested viewers – several hours instead of the 15 minutes that are available for podium presentations. An oral presentation can be heard at one and only one time; a poster presentation is available for several hours, and thus its viewing can be tailored to fit the interested person's schedule. Therefore, the opportunities for reaching a large audience, receiving useful feedback, and discussing your research are at least as great for a poster as they are for an oral presentation. Good oral and poster presentations entail equal effort.

Specific Suggestions

1. **Dimensions. The dimensions for posters have changed since 2008. Please prepare your poster accordingly:** The maximum poster size is 3'10" or 116 centimeters (horizontal dimension) by 4' or 120 centimeters (vertical dimension). Thus, two presenters will share the usual 8' by 4' poster board. We changed the dimension requirements so that posters will be available for viewing for many more hours than before. Bring your own pushpins or thumbtacks.
2. **Single page posters:** Effective posters can be prepared using software such as PowerPoint and printed on a wide format printer. It is recommended that posters prepared in this manner be rolled with the text to the outside for transport. However, be careful to protect the ink from being scratched. If you prepare your poster with a graphics program, the background of the poster should not make the text difficult to read.
3. **Organization:** Make an initial sketch of your poster presentation, allocating space for Introduction, Materials and Methods, Results, Summary and Conclusion. Focus attention on a few important points. Try different styles of presentation to achieve clarity and simplicity. Graphs and diagrams provide a clearer statement of your research results than tables. Use limited text to convey the essential information concerning the problem under investigation, methods, results and salient concluding points.
4. **Legibility:** The title should be legible 8 feet (2.44 meters) away; viewers should be able to easily read the remaining words from 5 feet (1.5 meters) away. Poster legibility suffers greatly when the type you use is too small. The letter size should be at least 18 point, with 20-24 even better. Smaller point size is strongly discouraged. Headings (e.g., Materials, Methods, and Results) should be bold type. Heading letter size should be larger than the text (30-36 point). Use short, informative ("headline" style) titles to state the essential point of each figure. Avoid abbreviations, acronyms, and jargon. Use consistent type styles and letter sizes throughout. Some individuals have the misperception that posters are simply mounted papers (as though the author attaches a paper to a poster board). However, this is not the case. You will need to simplify the text of your paper to create an effective poster presentation. Avoid presenting lengthy bibliographies. These take up space and are distracting. The presenter might provide photocopies of figures and tables for distribution.
5. **Create a balance between figures, tables and text:** Figures and tables should occupy approximately half the viewing area. If you have only a few illustrations, make them large. *Try to limit the amount of text in your poster to 1500–2000 words so that it can be read in less than 10 minutes.* Studies have shown that most people can read technical text at a rate of 250 words per minute or less.
6. **Eye movement:** The pathway traveled by the eye should be natural, either top-to-bottom or left-to-right.

*****Simplicity and Legibility are Keys to Effective Poster Presentations*****

Information on Eligibility for and the Awarding of Student Prizes

In addition to the [William Pollitzer Travel Prize](#), which is an essay competition, the American Association of Physical Anthropologists awards prizes of \$750 to outstanding papers and posters presented at the annual meeting whose **first author is a student**. Four prizes are given in honor of Juan Comas, Ales Hrdlicka, Mildred Trotter, and Sherwood Washburn. A fifth prize, named for Earnest A. Hooton, is given for the best poster presentation. The four other prizes may be awarded for either a paper or poster presentation. The Mildred Trotter prize is given for a superior presentation on bones and teeth; the other prizes have no restriction as to subject matter. To be eligible for a prize, a paper or poster must meet the following criteria:

1. The first author must be a student member of the AAPA who has not previously won a prize for a paper or poster presented at the annual meeting. Individuals who have completed all terminal degree requirements before the abstract submission deadline are ineligible for a student prize.
2. The paper and the project to be presented must be primarily the work of the first author.
3. The abstract must have been *accepted* for presentation.
4. **A summary of your presentation, following the guidelines below, should be sent electronically as a Microsoft Word or PDF file to Dr. Agustín Fuentes (afuentes(at)nd.edu) by February 10, 2011.** Please note that this is a change from previous years and replaces the requirement for a full manuscript.

Please give a brief summary of your podium or poster presentation in up to 1000 words, not including references. Referencing, tables and figure captions should follow the AJPA style. Organise your summary under the following headings:

1. Full names of authors and institution addresses
2. Title
3. Research questions or hypotheses
4. Background to questions
5. Methods used to answer the questions
6. Results
7. Discussion
8. Conclusions
9. Bibliography

Use some diagrams, graphs or pictures if you wish, but the total length of your summary should not exceed 6 pages (American letter or European A4 size).

E. If the paper is multi-authored, include a cover letter with the manuscript stating the contributions of each of the authors in terms of intellectual and/or methodological investment.

F. If two student co-authors contributed equally to the paper, and want to be considered as principal investigators (PI's) of the paper, they will notify the chair of the student affairs committee. Should they win an award, they will each receive a check for \$375.

G. The student must **personally make the presentation** of the paper or poster.

The Student Affairs Committee judges the written and visual/oral presentations for quality of ideas and clarity of presentation. Prizes are awarded at the annual Awards Reception on the last evening of the Annual Meetings.

Further information may be obtained from the Student Affairs Committee Chairperson listed below. Send summaries for student prize entries by February 10, 2011 to afuentes(at)nd.edu as pdf or word files.

William S. Pollitzer Student Travel Awards (2010)

Description of the award: This is an award of \$500 in honor of Dr. William S. Pollitzer. It is designed to help students defray the costs of attending the AAPA meetings. Student qualifications: This award is open to all AAPA student members (undergraduate and graduate). You do NOT have to be giving a paper to compete or receive an award.

The topic of this year's essay will be listed on our webpage by September 15, 2010.

The essay can be no more than 750 words long (not including references). It will be submitted electronically as a Microsoft Word file. Any submission over 750 words will be automatically disqualified. The essay will be sent to Professor Fuentes (afuentes(at)nd.edu) by January 20. Students should follow up the e-mail with the attached essay by a regular e-mail alerting Dr. Fuentes to the fact that the essay was sent. Students should expect to receive within 24 hours an e-mail acknowledging receipt of the essay.

Essay evaluation and scoring procedures:

The AAPA student prize committee will evaluate each submission with an identification number to mask authors' identities. When distributed to the judges, each essay will be identified by a number assigned by the committee chair. The scoring criteria are:

1. Clarity and focus. 45 points possible
2. Originality of thought and insight. 45 points possible
3. Grammar and spelling. 10 points possible

The average scores from all judges will be used as the basis for deciding the winners of the award, with the AAPA Executive Board giving final approval of the committee's recommendation.

Call for Nominations
AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

Nominations are requested from the Membership for one position on the AAPA Executive Committee. Nominees must be **Regular Members** of the American Association of Physical Anthropologists. Any member may make a nomination.


Please email nominations to Dr. Susan Antón at susan.anton(at)nyu.edu,
 Or download this form and mail to:

Dr. Susan Antón.
 Department of Anthropology
 25 Waverly Place New York, NY 10003

All nominations must be received on or before **September 15, 2010**.

For the position of member of the Executive Board: _____

Executive Committee:

President: Dennis O'Rourke 

President Elect: Lorena Madrigal


Vice President: Karen Rosenberg 


Secretary-Treasurer: Lyle W. Konigsberg

Editor, *American Journal of Physical Anthropology*: Chris Ruff

Editor, *Yearbook of Physical Anthropology*: Robert Sussman 

Executive Committee Members: Susan Antón, Agustín Fuentes, Debbie Guatelli-Steinberg, M. Anne Katzenberg

 Term expires April 2011

 Term expires April 2012

Call for Nominations
Charles R. Darwin Lifetime Achievement Award

The Charles R. Darwin Lifetime Achievement Award was established in 1992 to recognize and honor distinguished senior members of the American Association of Physical Anthropologists. The Executive Committee of the AAPA invites the membership to submit names of nominees for this prestigious award. Nominees should have demonstrated a lifetime of contributions and commitment to Physical Anthropology through their scholarship, training, and service to the AAPA. Previous recipients of this award are George Armelagos, Paul T. Baker, C. Loring Brace, Alice M. Brues, Jane E. Buikstra, Stanley M. Garn, Eugene Giles, Morris Goodman, F. Clark Howell, William W. Howells, William Hylander, Francis E. Johnston, Gabriel W. Lasker, Frank B. Livingstone, M.F. Ashley Montagu, Charles Oxnard, William S. Pollitzer, Derek F. Roberts, Elwyn Simons, Robert Sokal, T. Dale Stewart, Phillip V. Tobias, and Sherwood L. Washburn.

There are two steps in the nomination process. The first is the identification of potential nominees through the completion and return of this form by September 15, 2010. The AAPA Executive Committee will evaluate the nominations and a short list of nominees will be identified. A more detailed letter of nomination may then be requested from the original nominator by November 14, 2010, along with a brief curriculum vitae of the nominee. The Executive Committee will make the final selection. The award of an engraved bronze statue of Charles Darwin will be presented at the business meeting of the 80th Annual Meeting of the American Association of Physical Anthropologists in Minneapolis.

Please Note: Nominees who are not awarded will be considered by the Executive Committee for one additional year without requiring renomination. Nominators who wish to provide additional information should contact Susan Antón.

All members especially students, are encouraged to attend the business meeting for this important recognition to a distinguished senior member of the AAPA

NOMINATION FOR CHARLES R. DARWIN AWARD (Due September 15th):

Nominee's name _____

Nominator: _____ **Telephone:** _____

Address: _____ **Fax:** _____

Email: _____

Please provide a one page description of the nominee's qualifications and contributions to physical anthropology and the American Association of Physical Anthropologist:

Return this form by ***September 15, 2010:***

By **regular mail** to: Dr. Susan Antón.

Department of Anthropology

25 Waverly Place New York, NY 10003

Or as a pdf, **via email** to: susan.anton(at)nyu.edu

Call for Nominations
Gabriel W. Lasker Service Award

The Gabriel W. Lasker Service Award was established in 2006 to recognize and honor individuals who have demonstrated a history of excellence in service to the American Association of Physical Anthropologists, its members, and/or the field of physical anthropology. Nominees do not have to be AAPA members. The Executive Committee of the AAPA invites the membership to submit names of nominees for this prestigious award. Previous awardees are: Clark S. Larsen, Martin Nickels, Phil Walker and Curtis Wienker. The award is named in honor of the late Gabriel W. Lasker, former AAPA President, Vice President, Secretary-Treasurer, Executive Committee member, founding editor of the *Yearbook of Physical Anthropology*, and long-term editor of *Human Biology*.

There are two steps in the nomination process. The first is the identification of potential nominees through the completion and return of this form by September 15, 2010. The AAPA Executive Committee will evaluate the nominations and a short list of nominees will be identified. A more detailed letter of nomination may then be requested from the original nominator by November 14, 2010, along with a brief curriculum vitae of the nominee. The Executive Committee will make the final selection. The award will be presented at the 80th Annual Meeting of the American Association of Physical Anthropologists in Minneapolis.

Please Note: Nominees who are not awarded will be considered by the Executive Committee for one additional year without requiring renomination. Nominators who wish to provide additional information should contact Susan Antón.

All members especially students, are encouraged to attend the business meeting for this important recognition to a distinguished member of the AAPA

NOMINATION FOR GABRIEL W. LASKER AWARD (Due September 15th):

Nominee's name _____

Nominator: _____ **Telephone:** _____

Address: _____ **Fax:** _____

Email: _____

Please provide a one page description of the nominee's qualifications and contributions to physical anthropology and the American Association of Physical Anthropologist:

Return this form by ***September 15, 2010:***

By **regular mail** to: Dr. Susan Antón.

Department of Anthropology

25 Waverly Place New York, NY 10003

Or as a pdf, **via email** to: susan.anton(at)nyu.edu

How to prepare an abstract that will be accepted and placed in the session of your dreams.

JOHN FALSTAFF¹, PROSPERO OF MILAN² and BENEDICK OF PADUA³. ¹Department of Anthropology, University of State A, ²Department of Anatomy and Neurobiology, State University B, ³Museum of Weird Things, your city.

Your abstract should include an introduction, clear statement of the problem and your hypotheses. You should also note the materials and methods you employed. The program committee expects to see evidence of data analysis in your abstract. However, you should not include tables or figures. Finally, your abstract should have a conclusion, which convinces us that the abstract makes an important contribution to the field.

Please notice the following format issues: 1. The title is in bold type, and only the first word and proper nouns are capitalized. 2. There is a single space between the title and the list of authors, and between the latter and the abstract text. 3. The names of authors and their associations are part of this word file. The authors' names are in capital letters, but not their associations. Note that we are asking that you include the first name (not initials) of the authors so that we may produce an accurate index. If you are part of the list of authors of more than one abstract, make sure that your name is the same in each abstract, so that we can index all abstracts to your name. The abstract itself should not exceed 250 words (this does not include the list of authors, the title or the grant acknowledgement).

This study was funded by Agency Generous, grant number 000.