

AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

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Thursday, June 09, 2011

Dear AAPA member:

I would like to invite you to submit an abstract for the 81st annual meeting of the American Association of Physical anthropologists, which will take place in Portland, Oregon during April 11-14 2012, and will be hosted by John Lukacs. The Hilton Portland is our primary hotel. The hotel is so well located, the room prices so competitive, and Portland is so attractive, that this might be a great business and family trip for many of us!

Our meetings provide an exceptional forum for sharing current research and for networking with colleagues. The sheer diversity of the presentations in our meetings makes the AAPA conference of interest to a wide audience. Our meetings have been covered by major news outlets such as *Science* (<http://www.sciencemag.org/content/332/6029/534.2.full?rss=1>) and *Nature* (http://blogs.nature.com/inthefield/reports/biology_and_biotechnology/american_association_of_physical_anthropology/). Please encourage colleagues and students who are not members of the association to join it and to attend its meeting.

The AAPA meetings are held together with those of the Human Biology Association, and provide the opportunity for other allied associations (such as the Primate Interests Group, the American Association of Anthropological Genetics, the American Dermatoglyphics Association, and the Dental Anthropology Association) to have their yearly annual events. We are fortunate that some of these groups organize successful invited symposia for us, and that they also provide student prizes for papers in their specific fields.

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If you wish to submit an abstract for consideration by the program committee, please read carefully the instructions for pre-registration and for abstract submission found in this "call for papers". I ask that you pay attention to the instructions on how to write the abstract and that you consider what we expect to see in it. The abstract submission and registration will take place at our website (<http://physanth.org>). All questions regarding the scientific program should be directed to Dr. Karen Rosenberg, Vice President and Scientific Program Chair. If you wish to organize a symposium, the deadline for submission of your proposal is July 15, 2011. If you wish to submit an abstract, the deadline is September 15, 2011.

Whether you are submitting an abstract or not, you will need to register for the meetings if you are planning to attend. We encourage you to pre-register online so that your name tag and conference material are ready for pick up upon your arrival. Moreover, the pre-registration on-line fees are slightly cheaper than are those for on-site registration.

I would like to draw your attention to the "undergraduate poster symposium" which will take place from 6-8 pm on Wednesday, right before our opening reception. This is a great opportunity for undergraduate students to present in a professional meeting.

The 2011 meetings at Minneapolis, hosted by Barbara O'Connell, Martha Tappen and their committee were a resounding success, with approximately 980 submitted abstracts. Our heartfelt appreciation goes to Drs. O'Connell and Tappen for hosting the largest meetings in our history. We appreciated everything from the computers available for general use to the generous coffee breaks. Such success would not be possible without all the volunteers who assisted the organizers. Although we cannot thank each of them by name, we appreciate their efforts. Our sincere appreciation also goes to our Vice-President and Program Chair, Dr. Karen R. Rosenberg and her able committee, who reviewed the abstracts and arranged them into excellent sessions.

I would like to take this opportunity to acknowledge the work of the AAPA Executive Committee during 2010-2011: Lyle Konigsberg, Secretary-Treasurer; Chris Ruff, Editor of the American Journal of Physical Anthropology; Robert Sussman, Editor of the Yearbook of Physical Anthropology; Agustín Fuentes, Susan Antón, Debbie Guatelli-Steinberg, and Anne Katzenberg. Dr. Katzenberg is stepping down from the EC after having served as chair of the Professional Development Committee. Dr. Andrea Taylor is our new member of the Executive Committee, and she will be heading the Professional Development Committee. My gratitude goes to Dr. Katzenberg for implementing this important program, and to Dr. Taylor for agreeing to be in charge of it

The Professional Development grants are intended to support the research of recent un-tenured PhD's, and are not limited to AAPA members. This year's winners are:

1. Dr. Marta Alfonso-Durruty, Department of Anthropology, University of Pennsylvania.
Project title: Co-occurrence of Porotic Hyperostosis and Spina Bifida Occulta among High-Latitude Hunter Gatherers.
2. Dr. Marina B. Blanco, Department of Anthropology, University of Massachusetts, Amherst.
Project title: First Assessment of Minimum Life Span in Wild Dwarf Lemurs by Dental Topographic Analysis.
3. Dr. Seth D. Dobson, Department of Anthropology, Dartmouth College. Project title: Co-evolution of Facial Expression, Visual Specialization, and Brain Size in Anthropoid Primates.
4. Dr. Jacqueline T. Eng, Department of Anthropology, Western Michigan University. Project title: Nomads and the Steppe Empires of Mongolia: A Bioarchaeological Perspective.
5. Dr. Paula N. Gonzalez, Department of Cell Biology and Anatomy, University of Calgary.
Project title: Developmental Plasticity in the Skull: Effects of Prenatal Stress on Morphological and Genetic Traits.
6. Dr. Phillip E. Melton, Department of Genetics, Southwest Foundation for Biomedical Research.
Project title: Reconstruction of Migration Patterns in Mennonite Communities Using Molecular Markers: Y-chromosome Perspective.

The AAPA supports its young members not only with the Professional Development Grants, but also with student prizes for presentations at our meetings and with the William S. Pollitzer student travel awards. For the 2011 meetings, forty-two students received the \$500 Pollitzer award, which was given to the best answers to the following question: *In the age of personalized genomics, genetic ancestry testing, and medical genetic testing, do disciplines such as osteology, paleontology, primatology, human adaptation, etc., have relevance anymore for understanding modern human evolution and biology?* The names of the 42 winners are listed in our website at: <http://physanth.org/association/awards/winners/2011-student-prize-winners>.

In addition to the Pollitzer award, the AAPA confers five student prizes for work presented during the meetings. The winners of the 2011 student prizes are:

1. Juan Comas prize: Richard Bender, University of Colorado, Boulder. Stable isotopes (^{13}C and ^{15}N) track socioeconomic differences among urban Colombian women.
2. Earnest Albert Hooton prize: Vanessa Hale, Purdue University School of Veterinary Medicine. Evaluation of methods for preserving fecal microbial DNA from the spider monkey.
3. Mildred Trotter prize: Amber Heard-Booth, University of Texas at Austin. Eye size and locomotion: A test of Leuckart's Law in mammals.
4. Ales Hrdlicka Prize: Cara Ocobock, Washington University in St. Louis. Daily energy expenditure in highly active humans in a natural temperate environment.
5. Sherwood Washburn Prize: M. Teague O'Mara, Arizona State University School of Human Evolution & Social Change. The ontogeny of feeding ecology in ring-tailed lemurs.

It is easy to forget that the AAPA rests on the shoulders of a volunteer-run board and committees. I want to thank each and every one of the members of the association who works to keep our association running. This includes the members and Chairs of various committees, listed at <http://physanth.org/association>. I also want to thank Fred Smith, who continues working for the association by updating our Constitution and By-Laws and Ed Hagen, our web master. The AAPA needs the involvement of all members. Let me encourage individuals who have not served in any capacity to contact the Chairs of these committees to ask if you may serve in them.

Please note that the registration fees for the 2012 meetings have been raised. At the 2011 AAPA business meeting, then-president Dennis O'rourke announced this fee increase, which is necessary to meet the increased costs of holding a meeting. These costs are non-negotiable in most hotel contracts, which obligate us to spend large amounts of money on consumables in order to get the meeting space for free. Quite simply, if we did not raise the fees, the association was in danger of losing money at the meetings. As always, the executive board tried to spare students by raising the fees most notably for regular members.

Please check the association's web site for current information, and continue checking it to register for the conference and to make a reservation at the host hotel. I am looking forward to seeing you in Portland.

All the best,



Lorena Madrigal, 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 81st 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 2012 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, 2011
All abstracts	September 15, 2011
Essays for William S. Pollitzer	
Student Travel Award	January 20, 2012
Student Prize Paper/Poster	
Summaries	February 10, 2012
Abstracts for Undergraduate	
Research Symposium	February 1, 2012

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 Lorena Madrigal, AAPA President
2. General information regarding registration, symposia, oral, and poster presentations (p. 6)
3. Instructions on how to prepare abstracts (p.7)
4. Pre-registration information (p. 9)
5. Hotel information (p. 11)
6. Guidelines for preparation of effective oral presentations (p. 12)
7. Guidelines for preparation of effective poster presentations (p.13)
8. Information concerning eligibility, submission and awarding of student prizes (p. 14)
9. Information on the Committee on Diversity Pre-meeting Undergraduate Research Symposium (p.16)
10. Call for Nominations (p.17)
11. Darwin Lifetime Achievement Award nomination form (p.18)
12. Gabriel W. Lasker Service Award nomination form (p.19)
13. Sample abstract (p. 20)

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. 10). 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@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 great success. I am looking forward to seeing you in Portland.

Sincerely,

A handwritten signature in blue ink that reads "Karen Rosenberg". The signature is written in a cursive style with a long, sweeping tail on the letter "g".

Karen Rosenberg
Vice President (ProgramChair, AAPA)
Aapa-vp@udel.edu

Pre-Registration and First and Final Call for Presentations
2012 Annual Meeting of the American Association of Physical Anthropologists
Portland – April 11-14, 2012

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, a 15-minute presentation by a discussant and a 15-minute break. 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. Please consider organizing a poster symposium! 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, 2011*.

Symposium 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 for podium symposia 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@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 and affiliations 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, 2011***).

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. 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. Occasionally it is appropriate for abstracts to be submitted which do not include results but which are synthetic. In general, however, abstracts and papers are to present new results. 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, 2011**, 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. Be sure that these are entered the same way in the online submission form. Please note that we are requiring first names instead of initials (our organization has grown so much that we can no 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, should 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 and acknowledgement of grant support*. Abstracts that exceed 250 words will not be accepted.
- Please use a single tab to indent the beginning of each paragraph.
- Abstracts should not include tables, graphs or similar graphic materials.
- Abstracts should not include a list of references cited. Please remove EndNote or other reference software formatting that may be embedded in the document.
- Be sure that all changes in "Track Changes" have been accepted.
- 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.
- In the online abstract submission, 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 classifying 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 online abstract submission form. 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, 2011. 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	\$150.00
Nonmember symposium participants	\$150.00
Nonmembers	\$300.00
Student Members	\$60.00
Nonmember Students	\$125.00

Registrants from certain countries are eligible for reduced pre-registration rates of \$25 rather than \$150 for members, \$40 rather than \$300 for non-members and \$15 rather than \$60 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 the Secretary-Treasurer, Lyle Konigsberg (lylek@illinois.edu).

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.*

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 mailing a check/money order (made out to 'AAPA') for your registration fee send to:

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 607 So. Mathews Ave.
 University of Illinois
 Urbana, IL 61801
lylek@illinois.edu

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 2011. 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 11, 2012)

Regular Members and Special Members	\$160
Nonmembers	\$310
Student Member	\$65
Nonmember Students	\$130

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@illinois.edu

G. Hotel Information

The meeting hotel for the 2012 AAPA annual meeting in Portland, Oregon is the Hilton Portland & Executive Tower. All sessions (podium & poster), banquets, business meetings etc. for AAPA and affiliate organizations (PPA, HBA) will be at the conference hotel (the Portland Hilton & Exec Towers is actually two large hotels).

Hilton Portland is located in the heart of downtown Portland, close to more than forty restaurants, galleries, brew pubs, museums, live and movie theaters, and great shopping venues. (Oregon has no sales tax!) Known as one of the nation's cleanest and greenest cities, Portland is a vibrant city and offers excellent public transportation via light rail and streetcar, both of which are free of charge in downtown Portland's 310 block "Free Rail Zone." MAX light rail service originates at Portland International Airport, and the 30 minute ride into downtown costs just \$2.40 each way!

A substantial block of rooms has been reserved for this meeting. Everyone is encouraged to stay at the meeting hotel and to book his/her reservations early.

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

Single:	\$155
Double:	\$155
Triple	\$165
Quad	\$175

Reservations may be made at the at the toll free number that will be posted on the Local Arrangements Website 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).

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.

*****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 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. Please 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 minute,*
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 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@nd.edu) by February 10, 2012.** 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 half the amount of the total award.

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.

William S. Pollitzer Student Travel Awards (2012)

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, 2011.

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@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.

**Committee on Diversity 2nd Annual Pre-meeting Undergraduate Research Symposium
(2012)**

The Committee on Diversity will sponsor the 2nd Annual Undergraduate Research Symposium to be held on Wednesday April 11th from 6-8pm. Any abstract with an undergraduate as the first author is welcome. An abstract submitted to the main conference that falls under this guideline will be considered, as long as we receive the abstract by the submission date so we can allocate space.

Undergraduate Research Symposium Abstract submissions due: February 10, 2012.

Abstracts should follow AAPA guidelines. Abstracts should be submitted electronically as a .doc/docx file to Dr. Cara Wall-Scheffler (cwallsch@spu.edu). *If you have also submitted your abstract to the main meetings*, please identify your abstract as 'already submitted/accepted' when you send it to us.

Abstract review will be conducted separately from the main meeting's review process. Graduate students are welcome in the reviewing and organizing of these abstracts; please send an email to cwallsch@spu.edu to be included on the reviewer list.

Call for Nominations

AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

Nominations are requested from the Membership for the position of President-elect, Vice President and 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@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, 2011**.

For the position of President-Elect _____

For the Position of Vice President _____

For the position of member of the Executive Board: _____

For the position of member of the Executive Board: _____

Current Executive Committee:

President: Lorena Madrigal

Past President: Dennis H. O'Rourke 

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,
Andrea Taylor

 Term expires April 2012

 Term expires April 2013

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, Sherwood L. Washburn, and Milford H. Wolpoff.

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, 2011. 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 15, 2011, 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 81st Annual Meeting of the American Association of Physical Anthropologists in Portland.

Please Note: Nominations made in 2010 but 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. Nominations made prior to 2010 must be resubmitted.

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, 2011:**

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@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, Mark Weiss 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, 2011. 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, 2011, along with a brief curriculum vitae of the nominee. The Executive Committee will make the final selection. The award will be presented at the 81st Annual Meeting of the American Association of Physical Anthropologists in Portland.

Please Note: Nominations made in 2010 but 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. Nominations made prior to 2010 must be resubmitted

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, 2011:***

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@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).

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