



**Society for Developmental Biology 71st Annual Meeting**  
In association with the Sociedad Española de Biología del Desarrollo  
Hilton Bonaventure Hotel, Montreal, Canada, July 19-23, 2012

**GENERAL INFORMATION**

**INFORMATION ABOUT MEETING REGISTRATION**

The registration fee for all meeting participants includes:

- \* Entry to all scientific sessions and workshops
- \* Entry to poster and exhibit sessions
- \* Program, Addendum and Directory
- \* Refreshment breaks
- \* Opening Reception
- \* Awards/Closing Banquet

**Registration Rates**

	<b>Early</b> (by 5/28/2012)	<b>Regular</b> (after 5/28/2012)
Full member	\$375	\$475
Postdoc member	\$300	\$370
Student member	\$220	\$270
Full/Postdoc non-member	\$475	\$575
Student non-member	\$280	\$330
Extra banquet ticket	\$60	\$60

Meeting registrations may be mailed or faxed to SDB's national office in Bethesda, MD, or submitted electronically via SDB's website: Online Meeting Registration for [members](#) and [nonmembers](#). The early, discounted registration rate – applies to all registrations received by close of business **May 28, 2012** (5 PM East Coast Daylight Saving Time). Regular registration rate will be applied to all registrations received after this date, including on site. Pre-meeting registration deadline was close of business **June 18, 2012** (5 PM East Coast Daylight Saving Time). Online registration will not be available after this date. Registrations that arrive by mail or FAX after this date will not be processed and they will be returned with a note asking you to register on site in Montreal. All early registrants will receive confirmation and receipt for payment by email about two weeks after their registration is received at the SDB office. Registrants must present their confirmation email at the Meeting Registration Desk in order to redeem name badge and other meeting materials. All payments must be in U.S. dollars, either by credit card or checks drawn on a U.S. bank. Click [here](#) to submit a paper meeting registration form.

**ELECTRONIC MEETING REGISTRATION**

The meeting participant may choose to register electronically via a secured site if payment is made by one of the following credit cards: VISA, MasterCard, American Express, or Discover.

1. Online Meeting Registration for [members](#) and [nonmembers](#).
2. Read **all instructions before** completing the form.
3. Please note you must be a current member to be eligible for the lower member rate. Please contact SDB during office hours if you forget your ID number at (301) 634-7815 or [sdb@sdbonline.org](mailto:sdb@sdbonline.org). Please note that membership renewals usually take 2 business days for processing and uploading to the database. New membership applications are processed mid and end of month. Please allow enough time for membership processing before registering or non-member rates will apply.
4. Complete the form as instructed, review and submit. **DO NOT DOUBLE CLICK.**
5. **Wait** for acknowledgment of receipt of submission. This process may take a few moments as your credit card information is verified. **Please be patient.**
6. **Print** the receipt acknowledgment page with Registration Confirmation Number. This will be your reference number for future inquiries. Once payment is processed Registration Confirmation will be email to you.
7. Cancellation and refund requests must be made in writing, by FAX (301-634-7825) or email ([sdb@sdbonline.org](mailto:sdb@sdbonline.org)) and received **by June 18, 2012**. A processing fee of \$40.00 will be applied. Requests received after that date or by phone will not be honored, no exception.

***Important: DO NOT send the paper form if registering electronically.***

## **LATE ABSTRACT SUBMISSION**

Submission of late abstracts is only available electronically via this site. The **deadline for receipt** of abstracts was close of business **June 4, 2012** (5 PM East Coast Time). You may be the first author or presenter of **one** original research paper only. You may be the first author of a second abstract if it is an *Education* poster. There is a \$35 non-refundable handling fee for each abstract. Please note that this fee is collected **before** the actual abstract submission is carried out, and online revisions are not available. **Thus, we strongly recommend that you prepare your abstract offline and only access the online submission form when you are ready.** We recommend use of PC and Internet Explorer (IE) version 5.5 or higher for abstract submission. Some versions of Mac and other browsers may not be supported. Abstracts will be included in the 2011 Program Addendum.

**NOTE:** It is solely the authors' responsibility to abide by standard regulations for animal care and use, as well as to abide by regulations for use of human subjects. **All named authors** share this responsibility and submission of the abstract confirms acceptance of this responsibility.

## **ABSTRACT SUBMISSION INSTRUCTIONS**

**DO NOT copy and paste directly from your word processing program.** This will add hidden codes and disrupt your submission. **Instead, save your abstract as a text file (.txt) and then copy the plain text into the submission form.** Reintroduce formatting codes (e.g., *italics*) using the style buttons at the top of the text box. The abstract character limit is **1750** with spaces. Use single space and do not re-enter the abstract title, authors and affiliations into the body of the abstract. Keep all the text in one paragraph.

1. Payment of a \$35 non-refundable processing fee is required **before** abstract is entered. VISA, MasterCard, American Express, and Discover will be accepted. This is a secured server. Each author may present **only one** abstract (except for a second Education poster – please contact SDB office on this option).

Links to submission pages:

**SDB member:** <https://sdb-web.ungerboeck.com/reglogon/reglogon.aspx?eventid=5016&member=yes>

**Non-SDB member:** [https://sdb-web.ungerboeck.com/reg/reg\\_p1\\_form.aspx?oc=10&ct=NONMEMBER&eventid=5016](https://sdb-web.ungerboeck.com/reg/reg_p1_form.aspx?oc=10&ct=NONMEMBER&eventid=5016)

2. Read **all** instructions (located on top of the page) carefully **before** completing the form. 3. E-mail address **must** be included for program assignment notification.

4. Student and postdoctoral authors must enter advisor's name, phone number and e-mail address. **It is understood that the named advisor has approved the abstract content.**

5. Select a theme for **poster** session (**required for all abstracts**):

- |  |  |
|--|--|
| 1. Education                             | 2. Development and evolution           |
| 3. Cell-cell signaling                   | 4. Intracellular signaling pathways    |
| 5. Gene regulation                       | 6. Cell proliferation                  |
| 7. Germ cells and gametogenesis          | 8. Fertilization                       |
| 9. Early embryo patterning               | 10. Cell fate specification            |
| 11. Morphogenesis                        | 12. Cell motility and guidance         |
| 13. Patterning and transcription factors | 14. Organogenesis                      |
| 15. Stem cells and tissue regeneration   | 16. Molecular medicine and development |
| 17. Functional genomics                  |  |

6. Review the entry **before** submission by pressing the "Preview" button below the abstract text box. You will see the abstract as it will be printed. Online revision will **not** be available. What you submit will appear "as is" in the Meeting Program Addendum.

7. Submit the abstract according to instructions and **wait** for acknowledgment of receipt of submission. This process may take a few moments, **please be patient.**

8. **Print the confirmation page with the sequence number** for future reference.

*\*Membership dues processing time:*

- SDB membership renewal takes 2 business days to process.

- New SDB membership applications are reviewed twice monthly, middle and end of month.

*Please plan ahead so not to miss the submission deadline!*

## **INFORMATION ABOUT HILDE MANGOLD POSTDOCTORAL SYMPOSIUM**

The Hilde Mangold Postdoctoral Symposium offers an opportunity to ALL participants to listen to some of **the best** selected from abstracts submitted by these junior investigators. Only current (2012 membership dues paid) postdoctoral members at the time of abstract submission are eligible to request consideration for a short talk at the Symposium. The winning abstracts by the best postdoctoral presenters at each SDB 2012 Regional Meeting are automatically entered into this pool for review and selection, forging a close connection among the SDB annual and regional meetings.

The two Symposium co-chairs, selected by the Program Committee will have the opportunity to learn about the peer-review process, session organizing and chairing skills. A Board of Directors member volunteers to mentor this process. Principal investigators/ lab chiefs/ faculty find this a very good occasion to recruit and evaluate potential candidates for positions in their laboratories or department.

Since 2010, the Best Postdoctoral Talk Award has been given to the top speaker as judged by a committee. This award (up to \$1,500) gives the winner the opportunity to attend a course or meeting of his/her choice, upon approval.

## **INFORMATION ABOUT THE SDB 4th BOOT CAMP FOR NEW FACULTY**

This Boot Camp is designed for untenured faculty and advanced postdoctoral fellows about to enter their first academic position who are interested in: improving their leadership/management skills, learning about different model organisms (frog, worm, sea urchin and fly), learning about teaching and mentoring. The Camp is offered by SDB's Professional Development and Education Committee (PDEC), with partial support from our official journal *Developmental Biology*. The Department of Biology at McGill University will provide lab facilities and university faculty will co-teach the sessions with PDEC members.

The Camp will start morning of July 18 and ends at lunch of July 19. Capacity for the camp is 20 and it is restricted to current SDB members (2012 dues paid). The camp is offered free of charge and recruits may request housing reimbursement for two nights. The participants are responsible for their travel and meeting expenses as registration at SDB annual meeting is required.

Please submit the completed [Application Form](#) to SDB by **May 28, 2012** by FAX (301-634-7825) or email ([sdb@sdbonline.org](mailto:sdb@sdbonline.org)) with "Boot Camp" as subject title.

## **INFORMATION REGARDING AWARDS**

**Best Student Poster Competition** - Current SDB graduate and undergraduate student members in good standing (2012 dues paid in time to be included in the membership database **before** abstract submission) who wish to participate in the Best Poster Competition **must check the appropriate box** on the online abstract form **at submission**. Post submission requests will not be accepted. Late Abstracts are **not** eligible for poster competition.

**Best Postdoctoral Presentation Award** - Chosen from the eight talks selected for the Postdoctoral Symposium. The winner will receive travel assistance for up to \$1,500 to attend a short course or a meeting from a pre-approved list.

**Student/Postdoc Travel Awards** - Current (2012 membership dues paid **before** abstract submission and meeting registration) **student** (undergraduate and graduate) and **postdoctoral** members of SDB who are first authors of a submitted abstract may request funds to offset their travel expenses to the meeting. The number of awards and the amount for each award will depend on the number of applications received and available funding. Completed application form must be submitted by the close of business **April 16, 2012** (5 PM East Coast Daylight Saving Time). Notification of awards will be in early June.

**Latin American-Caribbean Student and Faculty Scholarships** - This merit-based Latin American-Caribbean Scholarship Program was established in 2000 for students and faculty members who are currently at institutions in Latin America and the Caribbean. SDB membership is not a requirement, but all other things being equal, preference will be given to SDB members over non-members. Candidate for either of the two types of scholarships must be an author of an abstract submitted for the Meeting. Student applicants must be the first author of the abstract. Faculty applicants may be the senior author of an abstract. Selection criteria for both scholarships are based on: (1) scientific soundness of the study as described in the abstract, (2) financial need, including availability of other support, e.g. from the advisor and/or home

institution. Six scholarships at \$2,000 each are available. Deadline for receipt of applications is **March 26, 2012** (5 PM East Coast Daylight Saving Time). Recipients will be notified in late April.

**Teaching Faculty Travel Grants** - This program aims to provide modest travel assistance (\$600 each) for faculty at primarily teaching institutions or teaching departments at research universities to present their research and/or education papers. Applicants must be **current** SDB members (2012 dues paid in time to be included in the membership database **before** abstract submission) and authors of a submitted abstract. This abstract may be of their own or their student's work. Completed application form and a copy of the abstract must be submitted by the close of business **April 16, 2012** (5 PM East Coast Daylight Saving Time). Recipients will be notified in early June.

**FASEB/MARC Program Travel Awards for Faculty and Students** - The FASEB/MARC (Federation of American Societies for Experimental Biology / Minority Access to Research Careers) Program provides funding for travel awards to support the participation of Faculty/ Mentors and Students, and Poster/Oral Presenters at SDB Annual Meetings. For eligibility, application forms and deadlines please go to: <http://marc.faseb.org/pages/page2a.htm>.

## **INFORMATION REGARDING BEST STUDENT POSTER COMPETITION**

### ***Eligibility requirements:***

1. The **first/presenting** author must be a **current SDB member** and be an undergraduate or a graduate student.
2. The author must check the Best Student Poster Competition box on the online abstract submission form when submitting the abstract. This box is only available to student members who are in the membership database. Membership renewal takes 2 (two) business days to process. New membership applications are reviewed mid and end of each month. Please allow enough time for processing before submitting your abstract by the deadline. Late abstracts are not eligible for this competition.

### ***Guidelines for evaluating the posters:***

Depending on the number of submissions, the judges may need to do a preliminary selection based on the quality of the abstracts. It is thus highly recommended that the abstracts be as informative and with as much data as possible. Statements such as "data to be presented and discussed" will not score high.

Below are criteria for evaluating the posters which may be helpful in preparing your presentation.

1. Quality of Science:
  - Logic and rationale for study
  - Documentation of results
  - Quantification
  - Conclusions appropriate from the data
  - References cited where necessary
2. Impact on the field
3. Innovativeness of approach
4. Usefulness of a new technique
5. Appropriateness of the study organism for addressing the questions
6. Clarity of presentation and ease of reading
7. Number of authors on the paper
8. The intellectual input of the first author (judged in part by talking to the author and in part by analysis of other posters from the same laboratory).

## **INSTRUCTIONS FOR EFFECTIVE POSTER PRESENTATIONS**

1. The poster board size is approximately 4 ft (height) by 6 ft (width) or 1.2 m by 1.8 m.
2. A label with the abstract program number (to be provided on the program assignment email at a later date), title, authors, and affiliations should be posted at the top of the poster board.
3. Charts, drawings, illustrations and text should be easy to read from about a 3 ft (1 m) distance.
4. Check spelling and abbreviations.
5. Post a copy of your abstract (original or corrected, as appropriate).
6. Do not overload the poster board.
7. If necessary, use numbers, letters or arrows to direct sequence of panels on the board.
8. Do not draw or write on the poster boards.
9. List the funding sources that supported the study.

References:

“How to create a poster that graphically communicates your message” Kathryn Tosney.

<http://www.bio.miami.edu/ktosney/file/PosterHome.html>

“Combating Poster Fatigue: How to Use Visual Grammar and Analysis to Effect Better Visual Communication.” John D. Woolly. *Trends in Neuroscience* 12 (9):325-333, 1989.

**LOCAL AND TRANSPORTATION INFORMATION**

- Transportation from Pierre Elliott Trudeau International Airport (18 km from hotel):

Shuttle/Metro - <http://www.stm.info/English/a-somm.htm>

- Tourisme Montréal: <http://www.tourisme-montreal.org>

**SPECIAL NEEDS**

All scientific session rooms are wheelchair accessible. Please call (301-634-7815) or email the SDB office ([sdb@sdbonline.org](mailto:sdb@sdbonline.org)) to arrange for any other special needs provisions during the scientific sessions. Please notify the hotel directly if you require special assistance for sleeping rooms.

**VISA REQUIREMENT**

Please consult your nearest Embassy of Canada for entry visa requirements. US citizens and permanent residents in the US (green card holders) are exempt.

**IMPORTANT DEADLINES**

**July 19-23, 2012** Annual Meeting and on-site registration

*You must present the advanced registration confirmation at the Meeting Registration Desk to obtain name badge and meeting materials.*