

AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

TO: AAPA membership and annual meeting attendees
FROM: Anne Katzenberg, Vice President and Scientific Program Chair
RE: 84th annual meeting, American Association of Physical Anthropologists – St. Louis, Missouri

In 2015 we return to the heartland – St. Louis – home of outstanding beer, baseball and the gateway to the west. EA Quinn and the Local Arrangements Committee promise us a fine venue and a nice selection of diversions to complement the scientific program.

Based on the results of last year's survey, we will modify our program slightly to accommodate dedicated time for posters in the afternoon. We will continue with some activities on Wednesday, including the Wednesday evening **Committee on Diversity's 5th Annual Undergraduate Research Symposium** and reception (6-8pm), along with several topical mixers including teachers' liaison sessions, before our **Welcome Reception** (8pm).

Thursday night will feature the silent and live **Auctions** (starting at 4:30). Auction proceeds go directly to Pollitzer student travel awards. Please consider donating!

Given its success over the last two years, the **AAPA Business Meeting** will be held early on **Friday evening** – following the close of the regular sessions. We will showcase our Darwin Lifetime Achievement and Lasker Service Award winners, as well as the Pollitzer Student Travel, Professional Development, Early-Career Mentoring and Student Liaison winners. Please encourage your students and junior colleagues to become involved in the meetings, learn about governance of AAPA, and earn grant and prize money through these events and competitions.

Saturday will once again feature the annual **AAPA Luncheon**, and in the early evening an expanded and roomier **Closing Reception with Student Awards** will be the capstone to the meetings.

As always, *the inflexible and very tight production and publication schedule for the AJPA meeting supplement* requires a number of firm deadlines. Please read carefully the instructions on symposium and abstract preparation – both are now submitted ONLINE – and ensure that your materials are submitted by the deadline.

Please keep in mind these deadlines.....

Symposium proposals due ONLINE	July 15, 2014
Abstracts – 2014 AAPA Meeting	September 15, 2014
Application for Student Liaison to ExComm	September 15, 2014
Application for Early Career ExComm Mentee	September 15, 2014
Nominations for Executive Committee	September 15, 2014
Nominations for Darwin & Lasker Awards	September 15, 2014
William S. Pollitzer Student Travel Award	December 1, 2014
Professional Development Grants	January 15, 2015
Abstracts - Undergraduate Research Symposium	February 1, 2015
Student Prize Presentation Summaries Due	March 1, 2015
Last day to <u>pre</u> -register (without abstract)	March 9, 2015



I invite you to submit your symposium proposals and abstracts of research to be delivered in St. Louis! You may submit just one abstract as a first author (including those in symposia). And each abstract must have one, unique author (and email) pre-register at the time of submission. If you have any questions regarding the submission of your symposium proposal, abstract, pre-registration, or the development of the scientific program, please contact Anne Katzenberg, by e-mail (aapavp2015@ucalgary.ca). Submission of symposium proposals, abstracts and pre-registration all occur ONLINE at meeting.physanth.org.

Last year, Ed Hagen added a great feature to the online registration system that allows us to ask a series of opinion questions to help us plan this and future meetings. Responses from last year were reviewed by the executive committee and provided valuable feedback for some changes we will try this year, including the dedicated afternoon poster session. Most questions are optional, but remember your answers are not anonymous.

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

- A. Letter from Karen Rosenberg, AAPA President
- B. Symposium proposal ONLINE submission instructions (these have changed; due July 15) (p. 7)
- C. Abstract preparation and submission instructions (due Sept 15) (p. 9)
 - Sample abstract (p. 9)
 - Online Submission guidelines and abstract classifications (p. 10)
- D. Early Career Executive Committee Mentoring Opportunity - Application (due Sept 15) (p. 11)
- E. Student Liaison to the Executive Committee - Application (due Sept 15) (p. 12)
- F. Call for Nominations: two members of the Executive Committee Member (p. 13)
- G. Call for Nominations: Darwin Lifetime Achievement Award (p. 14)
- H. Call for Nominations: Gabriel W. Lasker Service Award (p.15)
- I. Student Travel Award (undergrads may apply) - Application (due Dec. 1) (p. 16)
- J. Professional Development Grants - Application (due January 15) (p. 17)
- K. Abstracts for Committee on Diversity Undergraduate Research Symposium(due Feb 1) (p. 19)
- L. Student Presentation Award Competition - Application (due March 1) (p. 20)
- M. Pre-registration information (p. 21)
- N. Hotel information (p. 22)
- O. Auction donation reminder (p. 22)
- P. Guidelines for preparation of effective poster presentations (p. 23)
- Q. Guidelines for preparation of effective podium presentations (p. 24)

Finally, a sincere thank you to all the members who serve on various AAPA committees including the program, local arrangements, career development, auction, diversity, nominations and student affairs groups. If you are interested in volunteering, please let me know. It literally takes a village... As Fred Astaire said, Meet me in St. Louis!

Sincerely,



M. Anne Katzenberg
Vice President (Program Chair, AAPA)
aapavp2015@ucalgary.ca

P.S. Please note that when registering online the system will email you a link to authenticate your registration. In some cases this email may be filtered as spam. If you do not receive your email, please refer to the further instructions in the submission sections below (pages 7 and 10) and online.

AMERICAN ASSOCIATION OF PHYSICAL ANTHROPOLOGISTS

June 15, 2014

Dear AAPA member:

I would like to invite you to submit an abstract for the 84th annual meeting of the American Association of Physical Anthropologists. The conference, which will take place in St. Louis, March 25-29, is hosted by Dr. EA Quinn of Washington University. EA has promised us a great meeting with diversions ranging from Cahokia to the Cardinals.

As a member of the AAPA, you are our best ambassador for recruiting new members: please encourage colleagues and students who are not already members of the association to join and to attend the meeting. We will meet concurrently with other groups such as the Human Biology Association (HBA), the American Association of Anthropological Genetics (AAAG), and Paleopathology Association (PPA). It is a pleasure to welcome colleagues who belong to these associations, colleagues whom I encourage to join the AAPA.

Please see the “call for presentations” for all details on the process of abstract submission and symposium organization. Please note that, as last year, symposium proposals will be submitted online. The deadline is July 15. If you have any questions about the program or about the process of abstract preparation, please contact our Vice-President and Program-Chair, Dr. Annie Katzenberg (aapavp2015@ucalgary.ca).

The 2014 meeting in Calgary, hosted by Dr. Annie Katzenberg and her colleagues was a great success. We appreciated everything from snow in April to the great meeting spaces and cheerful efficiency of the Local Arrangements Committee which included: John Bertram, Suzanne Cote, Nicki Engel, Linda Fedigan, Benedikt Hallgrímsson, Steig Johnston, Kris Markin, Julio Mercader, Mary Pavelka, Campbell Rolian, Pascale Sicotte, Warren Wilson and Tracy Wyman. We are also very grateful to the 2014 Vice-President and Program Chair, Dr. Susan Antón, and the program committee, who reviewed the symposia and abstracts and arranged them into excellent sessions. We continued with some of the innovations from 2013 such as the early evening business meeting, an evening plenary poster session, and a family lounge area for those balancing both meetings and family. In 2014, we moved the AAPA luncheon to Saturday and expanded our workshop offerings on Wednesday, all to take the greatest advantage of our meeting days as the meetings continue to grow. Moving forward we will continue these innovations and based on registration survey feedback in 2014, we plan to implement new scheduling innovations in 2015, including a dedicated contributed poster time that is not scheduled against any podium sessions. As we grow and innovate we welcome your input to improve our meetings. This year again, during online registration you will have the opportunity to provide comments on ways to improve the meetings and increase governance participation. And of course, we are always happy to hear from you by email if you have **constructive** suggestions for improvement.

I would like to take this opportunity to acknowledge the work of the AAPA Executive Committee during 2013-2014: Lorena Madrigal, past-President, Anne Grauer, Secretary-Treasurer; Susan Antón, Vice-President and Program Chair, Christopher Ruff and Peter Ellison, Editors of the American Journal of Physical Anthropology (we have now completed the transition to Peter’s leadership); Trudy Turner, Editor of the Yearbook of Physical Anthropology; Brenda Baker, Anthony Di Fiore, Joshua Snodgrass, and Andrea Taylor of the Executive Committee. Joan Richtsmeier is replacing Andrea Taylor as a member of the Executive Committee as her term came to an end at the Business Meeting in Calgary. Andrea has been a particularly energetic member of the

Executive Committee who worked very hard on the Professional Development Committee reviewing proposals for our Professional Development Awards and the Early Career Mentoring Workshop which was a great success this year.

The AAPA is an association that encourages participation and career development of its early-career and student members. For that reason, we have the Committee on Diversity Undergraduate Research Symposium, a yearly Career Development panel, the Professional Development Grants (intended to support the research of recent, un-tenured PhD's), Student Travel Awards and Student Presentation Prizes. In addition, we have two opportunities for young members to become involved in and learn about how the association works. The Early Career Executive Committee Mentoring competition selects a recent PhD to shadow a member of the executive committee and the Student Liaison to the Executive Committee competition selects an advanced graduate student to work with the executive committee on issues of concern to students. Both provide some funds to defray the costs of attending the meetings. Our new Early Career Executive Committee Mentee is Jonathan Bethard (Boston University) and our new Student Liaison is Chris Stantis (University of Otago). We thank Dr. Laurie Reitsema who was our first Early Career Mentee and Jill Scott who was our first Student Liaison. We also thank Dr. Joel Irish for his years of service as chair of the Career Development Committee.

The 4th annual Committee on Diversity Undergraduate Research Symposium in Calgary drew a record number (46!) of poster presentations from undergraduates and featured a lively set of scientific discussions on Wednesday April 9th. The full program of abstracts and presenters can be found at <http://www.physanth.org/annual-meeting/83rd-annual-meeting-2014/cod-undergrad-res-symposium-2014-program> I am grateful to Dr. Cara Wall-Scheffler and Dr. Marcie Myers who developed and ran the program. All AAPA undergraduates are eligible to participate. Please encourage your students to submit an abstract – it's a great experience for an undergraduate. Abstracts are due February 1st, 2015 for the 5th Annual symposium in St. Louis. Additional details can be found in this Call for Papers.

In 2014 we awarded 6 Professional Development Grants (of \$5,000 each) to:

N. Hawley: Brown University, "Influence of infant growth on body size and blood pressure at age 6/7 in American Samoa"

C. Kirchhoff: University of North Texas, "Are skeletal trauma patterns affected by sociality? An interspecific study"

J. Malukiewicz: Federal University of Minas Gerais, "Next generation divergence genomics of *Callithrix flaviceps*, *C. geoffroyi* and their hybrids"

E. Miller: University of South Florida, "The feeding ecology of infant immune function in the United States"

S. Tecot: University of Arizona, "Evolved hormonal mechanisms of allomaternal care behavior in red-bellied lemurs, *Eulemur rubriventer*"

J. Teichroeb: Duke University, "Angolan colobus (*Colobus angolensis ruwenzorii*) supertroops: do these represent multilevel societies driven by ecological factors?"

In 2014, we awarded 5 named student presentation prizes and 5 honorable mentions. The winners of the Student Presentation Prizes were:

Mildred Trotter Prize

E. Susanne Daly and K. K. Catlett (Arizona State University) for their poster presentation “A test of the inhibitory cascade (IC) model on primate deciduous premolars”

Juan Comas Prize

Stephanie Schnorr (Max Planck Institute) for her podium presentation “Assessing diet specialization of Hadza microbiota through activity and composition” (with K. Venema, A.N. Crittenden, F. Marlow, and A.G. Henry)

Aleš Hrdlička Prize

Amy Baurenfeind (George Washington University) for her podium presentation “Differential gene and protein expression in the human and chimpanzee brain: A comparison using high-throughput techniques” (with E.J. Soderblom, M.E. Turner, A.M. Moseley, J.J. Ely, P.R. Hof, C.C. Sherwood, G.A. Wray, and C.C. Babbitt)

Sherwood Washburn Prize

Sandra Winters (New York University) for her podium presentation “Primate camouflage as seen by felids, raptors, and conspecifics” (with J.M. Kamilar, T.H. Webster, B.J. Bradley, and J.P. Higham)

Earnest Hooton Prize

Sarah Lacy (Washington University) for her poster presentation “Periodontal disease and health in western Eurasian Late Pleistocene humans”

In addition, there were five honorable mentions:

- Katherine Bannar-Martin (University of Texas at Austin) for her podium presentation “Different diversity measures tell different primate community assembly stories”
- Christina Bergey (New York University) for her podium presentation “Hybrid zone genomics: The structure of a baboon contact zone inferred from RAD tags” (with J.E. Phillips-Conroy, T.R. Disotell, and C. J. Jolly)
- Addison Kemp and W. Andrew Barr (University of Texas at Austin) for their podium presentation “Rates of homoplasy in the mammalian skeleton”
- Kevin Hatala (George Washington University) for his podium presentation “An experimental functional analysis of the Laetoli hominin footprints”
- Catalina Villamil (New York University) for her poster presentation “An analysis of *Homo erectus* vertebral canal morphology and its relationship to vertebral formula variation in recent humans”

In 2014, we granted 50 \$500 Student Travel Awards in honor of William S. Pollitzer.

The William Pollitzer Travel Award 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. This award is open to all AAPA student members (undergraduate and graduate). This year, we received a total of 128 submissions for the Pollitzer Travel awards, up 31 submissions from last year. The Student Affairs Committee awarded travel prizes to a total of 50 students in response to the following prompt:

In the past year, droughts, floods, tsunamis, and superstorms have made headlines around the world, and the Intergovernmental Panel on Climate Change has begun rolling out its 5th Assessment Report on global climate change and possible response strategies. In a short essay (750 words maximum), discuss the significance of

climate change in human and nonhuman primate evolutionary history. Depending on your interests, you may wish to focus on a specific period of time (i.e., you need not constrain yourself to the contemporary!) and/or a specific taxonomic group.

Travel award winners for the 2014 AAPA meetings include: Kathryn Allen, Claudia Astorino, Jess Beck, Richard Brel, Laura Cirillo, Mary Cole, Kim Congdon, Shaliegh Diaz-Ryder, Erin Dineen, Hallie Edmonds, Jennifer Eyre, Adam Foster, Theresa Gildner, Halszka Glowacka, Alia Gurtov, Nicholas Holowka, Stephen Johnson, Rob'yn Johnson, Addison Kemp, Holly Kiang, Marc Kissel, Tom Kraft, Sharon Kuo, Anne Kwiatt, Sam Larson, Justin Ledogar, Ellis Locke, Elizabeth LoPresti, Emily Middleton, Selin Nugent, Sean Prall, Kelsey Pugh, Joshua Robinson, John Rowen, Elizabeth Sawchuk, Jill Scott, Jess Senjem, Darcy Shapiro (declined), Eric Shattuck, Brian Shearer, Amanda Spriggs, Nicole Squyres, Laura Stroik, Sarah Swartz, Rob Tennyson, Nathan Thompson, Miranda Utzinger, Ziyu Wang, Gabriel Yapuncich, and Madeline Zhu. Congratulations, all!

Students: Please watch for the announcement of next year's Pollitzer prize question this fall!

The AAPA funds 30 Pollitzer Student Travel awards annually, with additional awards provided by the proceeds from the Thursday night **AAPA auction**. In 2014, an additional 20 awards were made possible by the proceeds from the 2013 auction! Conceived by Dr. Mark Teaford, and run for several years by Dr. Teaford and Dr. Andrea Taylor, the auction is now in the able hands of Drs. Susan Antón and Josh Snodgrass and their colleagues. I am grateful to them and their hard work. **Please consider donating to and bidding at the auction** (proxy bids are allowed). Previous year's items have been both anthropologically related (i.e., osteometric equipment, tourist items from Zhoukoudian, a monkey martini set) and not (i.e., photographic artwork and jewelry), and have included items large (the sediba skeleton and a spa vacation), small (monkey themed toys) and in-between. If you have ideas or questions please contact Dr. Susan Antón, Dr. Josh Snodgrass or Dr. Herman Pontzer. The auction is a fun, informal and sometimes even a slightly whacky event where people compete over all kinds of strange items, so please join us next year! And of course, it's for a great cause!

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 Ed Hagen, our heroic 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 on them. I am thankful to all the AAPA members who have agreed to run for various positions. I would like to encourage everybody to continue to run, even if you do not get elected the first time.

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. Remember that if your children are attending and completing a science project, we can offer them a name tag (please contact the local host). I am looking forward to seeing you in St. Louis!

All the best,



Karen Rosenberg
AAPA President

Call for Presentations and Nominations; Prize and Program Announcements
84th Annual Meeting of the American Association of Physical Anthropologists
St. Louis, Missouri – 25 - 29 March, 2015

B. Symposium Proposal Instructions – *deadline: July 15, 2014*

Symposia are intended to provide the opportunity to bring together experts — physical anthropologists and others — to address an important topic or theme in a coherent fashion and to highlight new advances, topics and areas of emerging interest.

Poster and Podium Symposia: Either podium or poster symposia may be proposed. *Tribute and memorial symposia should be submitted as poster symposia.* Regardless of the format of a symposium, each symposium should include dedicated time for discussion and each is limited to no more than one half-day in length.

Podium symposia proposals usually include **12 oral presentations** of 15 minutes each, a 15-minute presentation by a discussant(s). Quarter-day symposia should include no fewer than 6 papers (plus discussion). Podium symposium proposals that conform to the required number of half or quarter-day papers will be ranked as more desirable during review than those that are shorter.

Poster symposia proposals are more flexible and can include as few as 10 or as many as 20 posters. Each poster symposium proposal 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, please request this space in your proposal submission. As in recent years, poster symposia will be housed individually to facilitate discussion. Organizers may request AV equipment to allow for short synopses of posters. And organizers who wish to cater their event (at their own cost) should contact the Program Chair. Tribute and memorial symposia, if accepted, will be assigned to poster symposia.

Online Proposal Submission:

To submit your proposal, go to the ONLINE registration system at meeting.physanth.org.

You will need the following information:

(1) Title of the Symposium

(2) Submitter's email address and affiliation and the names and affiliations of co-organizers.

(3) Indication of preference for poster or oral presentations. Please note that it may be impossible to honor your preference.

(4) A short abstract (300 word maximum) describing the content and purpose of the symposium. If your symposium is accepted, this paragraph will appear in the program issue at the top of the session.

(5) Full names (spell out first names) and affiliations of the symposium participants, and the titles of their papers/posters in their order of presentation. Please indicate whether your participants have confirmed their participation. Please list all titles and authors in the order of appearance. Number each presentation. Start the next presentation on a new line.

Use the Following Format:

1. Title. Author1 Last Name, Full First Name spelled out (Affiliation); Author 2 as for Author1; etc..

2. Title. Author Last Name, Full First Name spelled out (Affiliation);.....

15. Discussant. Last Name, First Name (Affiliation).

Do not submit abstracts, registration materials, or fees at the time the symposium proposal is submitted. Note that symposium participants who are not AAPA members pay the same pre-registration fee as members (see J. below).

Please note: The online registration system will send you a link via email to authenticate your registration – in some cases, especially gmail addresses and university email run by google, this email may be filtered as spam. If you do not receive your link within 15 minutes of registering, try a different email account. If the problem persists please email aapavp2015@ucalgary.ca.

The Review Process:

The entire AAPA Executive Committee and the Program Committee review and rank symposium proposals. The symposium organizer will be notified as to our decision to accept or reject the proposal, and the format (Poster or Podium) of accepted symposia no later than September 1, 2014.

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 may also be rejected and should be discussed in advance with the program chair. Half-day symposia proposals for podium presentation that contain fewer than 12 presentations and a discussant will be ranked as less desirable than full half-day symposia.

The number of sessions available for symposia is limited. Although every attempt will be made to accommodate the organizer's preferred mode of presentation, this may not be possible owing to the limited number of oral sessions available during three days of meetings. **Tribute and memorial symposia should be submitted as poster symposia.**

Acceptance of the symposium proposal does not guarantee acceptance of the individual abstracts; individual abstracts are subject to the same review and submission deadlines as are all other abstracts.

Once the symposium is accepted:

If the symposium proposal is accepted, symposia participants should submit their individual abstracts and register online at meeting.physanth.org. This should be done only *after* their symposium proposal has been formally accepted, but no later than Sept 15th. If the proposal is accepted, the symposium abstracts and other materials are due at the same time as all other abstracts (***September 15, 2014; see section B below***) and the submitting author should choose the appropriate named symposium from the drop-down menu.

Acceptance of a symposium proposal does not ensure acceptance of individual abstracts.

We encourage symposia organizers to stay in close contact with their contributors and to review the abstracts prior to submission to ensure they comply with the requirements of regular abstracts. Poor abstracts will be rejected, even if they are part of a symposium that has been accepted. It is the responsibility of the organizer to ensure that all authors submit abstracts by the deadline. It is also the organizers' responsibility to insist that abstracts follow AAPA specifications (see below). Deadline extensions are not allowed.

QUESTIONS? e-mail Anne Katzenberg aapavp2015@ucalgary.ca

Proposals must be submitted by midnight (EST) ***July 15, 2014.***

Symposium proposals must be submitted ONLINE.

C. Contributed Paper and Poster Abstracts – *deadline: September 15, 2014*

Contributed research presentations convey leading research results to our peers. There is no limit on the number of abstracts that an individual may co-author; however, *each person may be the first author of only one abstract*. And every abstract must have a unique author (and email address) registered for the meetings.

Poster and Podium Presentations: The AAPA meetings offer the opportunity to deliver presentations in either a poster or a podium format. We maintain a limit of four simultaneous podium sessions (including invited symposia). Authors are asked to state their format preference as part of their online abstract submission. *We cannot guarantee your preferences can always be met.* Reviewer advice and programmatic requirements may result in the moving of some abstracts from podium to poster *OR* from poster to podium format. **Final decisions regarding presentation type and abstract acceptance/rejection rest with the Program Chair.**

Abstract Preparation: Prepare your abstract carefully. 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 nature. In general, however, abstracts are to present new results. *Abstracts should not exceed 250 words.*

A Note on Self-Plagiarism: Abstracts must not duplicate previously published abstracts. Abstracts that are substantially the same as published abstracts cannot be accepted as copyright may be held elsewhere.

Sample Abstract and Instructions: Below is a sample abstract, with instructions on content and length.

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

JOHN FALSTAFF¹, and PROSPERO OF MILAN². ¹Department of Anthropology, University of State A, ²Department of Anatomy and Neurobiology, State University B.

The abstract itself should not exceed **250 words** (excluding the list of authors, the title, and the grant acknowledgement). ***Yes, we will be counting....*** This particular abstract is 245 words.

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, do not include tables or figures. Please also avoid superscripts and subscripts, special symbols and formatting wherever possible. Your abstract should have a conclusion, which convinces us that the abstract makes an important contribution to the field. Do not include references.

Formatting software written by Ed Hagen will properly format your title, names, affiliations, and abstract body. However, you should provide the formatting for *Genus species* names. And it is important that you provide us with accurate and consistent information with each of the abstracts you submit. Please include the first name (not initials) of each author so that we may produce an accurate index. Software developed by Ed Hagen will use names and affiliations to identify abstracts by the same author. If you are on more than one abstract, make sure that your name and affiliation is identical in each abstract, so that we can index all abstracts to your name. Choose abstract classifications that best match your topic. Choose several to have a better chance of having your preference met. **Please proof-read your abstract carefully!**

The funding citation is entered separately from the body of the abstract and is limited to **30 words**. Acknowledgements should be limited to funding agencies. This notice has 30 words.

Online submission:

Pre-registration is required of First authors at the time of abstract submission. Others are encouraged to pre-register.

Author information is needed for ALL authors on the paper: Full name (spell out first names), affiliation, email address. Please confirm this information with your co-authors to ensure proper indexing of abstracts.

Title is entered separately from the abstract. Capitalize only the first word of the title and the first word after a colon. Please see the example above.

Abstract text is pasted into the online system. **Limit 250 words.** See instructions and formatting in the template above. Abstract content cannot be changed once submitted. **Please proof-read carefully!**

Funding statement (optional) text (*about funding only*) is to be pasted into the online system. **Limit 30 words.**

Abstract classification, to be chosen from the options below, should include at least three classifications

<p>Abstracts that are part of a symposium should choose the title of the symposium from the pull-down menu.</p>	<p>Nonhuman Primate Skeletal Biology</p> <ul style="list-style-type: none"> • Functional skeletal biology/biomechanics • Dental studies • Growth and development 	<p>Education Research in Anthropology</p> <ul style="list-style-type: none"> • Research on Best Practices • Research on Trends in Anthropology, New Programs/Tools/Resources
<p>Anthropological Genetics:</p> <ul style="list-style-type: none"> • Human genetic variation • Human population and phylogenetic studies • Non-human primate genetic variation • NHP population & phylogenetic studies 	<p>Human Skeletal Biology</p> <ul style="list-style-type: none"> • Functional skeletal biology • Dental anthropology • Growth and development • Forensic anthropology • Bioarcheology (& demography, population history) • Paleopathology, violence and warfare 	<p>Paleoanthropology</p> <ul style="list-style-type: none"> • Primate evolution • Early hominin evolution • Early <i>Homo</i> evolution • Late <i>Homo</i> evolution • Methods, taphonomy, taxonomy
<p>Human Biology</p> <ul style="list-style-type: none"> • Reproduction: menopause, menstrual cycles, menarche, breastfeeding, pregnancy • Reproductive strategies • Nutrition; Health & Disease • Human adaptation 	<p>Human Biology</p> <ul style="list-style-type: none"> • Epidemiology • Demography • Human variation • Growth and development • Epigenetic changes 	<p>Primateology</p> <ul style="list-style-type: none"> • Behavior • Reproduction • Life History • Ecology/conservation

Format preference (poster/podium/either) is indicated at the time of submission. Please note that we cannot guarantee you will be assigned your first preference.

Interested in chairing a session? The chair is responsible for arriving in advance of the session to assist with uploading papers, setting up posters, and generally troubleshooting. A podium session chair introduces talks and ensures that all oral presentations stay within the time limit and that the session runs neither fast nor slow. This 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, do not volunteer to be a session Chair.*

Technical Notes: The online registration system will email you a link to authenticate your registration – in some cases, especially gmail addresses and university email run by google, this email may be filtered as spam. If you do not receive your link within 15 minutes of registering, try a different email account. If the problem persists please email aapavp2015@ucalgary.ca. By the end of December 2014, abstract decisions will be distributed via email to the registered author. To avoid email filtering issues, at the end of registration *you will receive a link that may be used to check abstract status.* Updates to that link will be available in late December.

The Review Process: The Program Committee includes scholars from a range of fields within our discipline. Each abstract is read by at least two members of the Program Committee with appropriate expertise. Each reviewer recommends acceptance/rejection and the most appropriate format (poster/podium) of an abstract. If two members recommend rejection, the abstract is reviewed by another member of the committee and by the Program Chair. The AAPA retains the right of rejection of any abstract. Decisions are final.

D. Early Career Executive Committee Mentoring Opportunity– *deadline: September 15, 2014*

To increase the participation of its recent PhD members in the association, the AAPA Executive Committee offers an early career mentoring opportunity. The Executive Committee aims to increase the participation of early career professionals in AAPA governance to expand the vision of the association and to ensure a solid future of effective and dedicated officers.

Eligibility and Term: The successful candidate must 1) be a member (in good standing) of the AAPA at the time of application and for the duration of their tenure in the position, and 2) have received his/her PhD or other terminal doctoral degree within 4 years of the date of application. The position is for two years and includes an obligation to attend two full AAPA meetings including the Executive Committee meeting on Wednesday.

Role: The successful candidate will 1) shadow a member of the Executive Committee during the meetings, 2) assist him/her in their AAPA board-duties, and 3) bring to the AAPA President and the Executive Committee issues of interest and concern to members in their early careers. The successful candidate will attend the Executive Committee meeting for two consecutive years.

Support: For each of the two years of their tenure, the successful candidate will receive one complimentary hotel room for the Tuesday evening of the AAPA meetings to allow their attendance at the Executive Committee meeting on Wednesday. He/she will also receive up to \$500 toward travel costs each year.

Application Process: Please provide a CV and a cover letter including a short essay (of 500 words or fewer) on why you wish to serve in this capacity, and the Committee position you would most like to shadow and why (see the AAPA web-site for further information). Applications must be received no later than **September 15, 2014**. Email your application packet as a SINGLE pdf to: *Joan Richtsmeier, PhD* - jta10@psu.edu

Evaluation and Decisions: Applications will be reviewed and ranked by a subcommittee of the AAPA executive committee chaired by Dr. Joan Richtsmeier. Decisions of the committee will be confirmed by the entire AAPA Executive Committee. Recipients will be notified by November 1, 2014. The successful applicant is expected to attend and will be recognized at the AAPA Business Meeting.

E. Student Liaison to the Executive Committee, Applications – *deadline: September 15, 2014*

To promote the participation of its student members in the association, the Executive Committee has established an opportunity for a senior graduate student liaison to the Executive Committee. The position is for a one-year appointment, including attendance at two Executive Committee meetings, which provides a transition between the past and newly appointed student liaisons. The Committee hopes that increasing student participation will encourage a desire to serve the association in future years.

Eligibility and Term: The successful candidate must be a graduate student and a registered student member (in good standing) of the AAPA at the time of application and for the duration of her/his appointment. The position is for a single year and runs from the start of one annual meeting to the start of the next.

Role: The role of the student liaison will be to 1) share with the Executive Committee their ideas for increasing student participation in the AAPA and encouraging attendance at the business meeting, 2) Co-Chair the ad hoc student committee, 3) bring to the AAPA Executive Committee issues of interest and concern to the student members, and 4) assist the Chair of the Career Development Committee and the Auction Committee in their planning and implementation. The successful candidate will attend portions of the Executive Committee meeting in the year elected and will give the committee a brief report at the Executive Committee meeting and at the Business Meeting at the end of her/his term.

Support: The successful candidate will receive a complimentary hotel room on the Tuesday night of the AAPA meetings to allow their attendance at the Executive Committee meeting on Wednesday. He/she will also receive \$250 toward travel costs each year.

Application Process: Please provide a CV, letter of reference from your main advisor regarding leadership potential, a cover letter providing details concerning your status in your degree program (e.g., years in program and requirements completed such as ABD), and a short essay (of 500 words or fewer) indicating what you value as a student member of the AAPA and how you would promote student membership and involvement.

Applications must be received no later than **September 15, 2014**. Email your Cover letter, CV and Essay as a SINGLE pdf to: Dr. Brenda Baker at BrendaJ.Baker@asu.edu. Your advisor's letter should be emailed directly to Dr. Baker.

Evaluation and Decisions: Applications will be reviewed and ranked by a subcommittee of the AAPA Executive Committee members chaired by Dr. Brenda Baker and including the current student liaison providing no conflict of interest exists. Decisions of the committee will be confirmed by the AAPA Executive Committee. Recipients will be notified by November 1, 2014. The successful applicant will be recognized at the AAPA Business Meeting.

F. Call for Nominations – *deadline: September 15, 2014*

Executive Committee Positions: Nominations are requested from the AAPA Membership for the position of: two AAPA Executive Committee Members (3-year term each).

Eligibility: Nominees must be **Regular Members** in good standing of the American Association of Physical Anthropologists. Any AAPA member (student, regular, or special) may make a nomination. Self nominations are accepted.

Nomination Slate: The nominations committee, chaired by Brenda Baker, will select among the proposed nominees to provide two candidates per position for the official ballot. The President will contact potential candidates to obtain their assent to run. A link to the online ballot will be emailed to regular members in January.

Current Executive Committee:

Karen Rosenberg	President
Susan Antón	President-Elect
Anne Katzenberg	Vice President
Anne Grauer	Secretary-Treasurer
Peter Ellison	Editor, <i>American Journal of Physical Anthropology</i>
Trudy Turner	Editor, <i>Yearbook of Physical Anthropology</i>
Brenda Baker	Executive Committee Member (position up for election in 2014/15)
Anthony Di Fiore	Executive Committee Member (position up for election in 2014/15)
Josh Snodgrass	Executive Committee Member
Joan Richtsmeier	Executive Committee Member

To Submit a Nomination:

Email nominations to: Dr. Brenda Baker - BrendaJ.Baker@asu.edu,

Or, print this form and mail to:

Dr. Brenda Baker
School of Human Evolution & Social Change
Arizona State University
Tempe, AZ 85287-2402

*All nominations must be received on or before **September 15, 2014.***

For the position of:

Member of the Executive Committee (3-year term): _____

Member of the Executive Committee (3-year term): _____

G. Charles R. Darwin Lifetime Achievement Award – NOMINATION FORM:

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. Posthumous awards will not be considered. Previous recipients of this award are George Armelagos, Paul T. Baker, C. Loring Brace, Alice M. Brues, Jane E. Buikstra, A. Roberto Frisancho, Stanley M. Garn, Eugene Giles, Morris Goodman, F. Clark Howell, William W. Howells, William Hylander, Francis E. Johnston, Clifford Jolly, Gabriel W. Lasker, Michael Little, 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, Russell Tuttle, Sherwood L. Washburn, and Milford H. Wolpoff.

Nomination Process: Nominees are identified through the completion and return of the information requested in this form and a one-page description (see below) to the Nominations Committee Chair by September 15, 2014. The AAPA Executive Committee evaluates the nominations and identifies a short list of nominees. A more detailed letter of nomination and CV *may* then be requested from the original nominator if necessary. The Executive Committee makes the final selection and the awardee and nominator are informed by the President by January. The award of an engraved bronze statue of Charles Darwin will be presented at the Business Meeting of the 84th Annual Meeting of the American Association of Physical Anthropologists in St. Louis. The awardee will be introduced by the nominator (in the case of multiple nominations, a single nominator will be selected).

All members including students, are encouraged to attend the business meeting to join together in this important recognition of a distinguished senior member of the AAPA,

Rollover of Nominations: Nominations made in 2013, 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 Brenda Baker. Nominations made prior to 2013 must be resubmitted.

Deadline and Submission: All materials must be received no later than ***September 15, 2014:***

Electronic submission is preferred. Email the following information and a one page description of the nominees qualifications (in .doc, .docx, or .pdf) to BrendaJ.Baker@asu.edu.

Or, return this form by regular mail to: Dr. Brenda Baker, School of Human Evolution & Social Change, Arizona State University, Tempe, AZ 85287-2402

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

Nominee's name _____

Nominator: _____

Telephone: _____

Address: _____

Email: _____

*Provide a **ONE PAGE** description of the nominee's qualifications and contributions to physical anthropology and the American Association of Physical Anthropologists. Please use .doc, .docx, or .pdf format.*

H. Gabriel W. Lasker Service Award - NOMINATION FORM:

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. Posthumous awards will not be considered. 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*.

The Executive Committee of the AAPA invites the membership to submit names of nominees for this prestigious award. Previous awardees are: Frederick T. DeKuyper, Clark S. Larsen, Martin Nickels, Eugenie Scott, Fred Smith, Trudy Turner, Phillip Walker, Mark Weiss, and Curtis Wienker.

Nomination Process: Nominees are identified through the completion and return of the information requested in this form and a one-page description (see below) to the Nominations Committee Chair by September 15, 2014. The AAPA Executive Committee evaluates the nominations and identifies a short list of nominees. A more detailed letter of nomination and CV *may* then be requested from the original nominator if necessary. The Executive Committee makes the final selection and the awardee and nominator are informed by the President by January. The award will be presented at the Business Meeting of the 84th Annual Meeting of the American Association of Physical Anthropologists in St. Louis. The awardee will be introduced by the nominator (in the case of multiple nominations, a single nominator will be selected).

All members including students, are encouraged to attend the business meeting for this important recognition of a distinguished senior member of the Physical Anthropology Community.

Rollover of Nominations: Nominations made in 2013 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 Brenda Baker. Nominations made prior to 2013 must be resubmitted.

Deadline and Submission: All materials must be received no later than *September 15, 2014:*

Electronic submission is preferred. Email the following information and a one-page description of the nominee's qualifications (in .doc, .docx, or .pdf) to BrendaJ.Baker@asu.edu.

Or, return this form by regular mail to: Dr. Brenda Baker, School of Human Evolution & Social Change, Arizona State University, Tempe, AZ 85287-2402

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

Nominee's name _____

Nominator: _____

Telephone: _____

Address: _____

Email: _____

*Provide a **ONE PAGE** description of the nominee's qualifications and contributions to physical anthropology and the American Association of Physical Anthropologists. Please use .doc, .docx, or .pdf format.*

I. Pollitzer Student Travel Awards - *deadline: December 1, 2014 (new!)*

The Pollitzer Student Travel Awards are designed to help students defray the costs of attending the AAPA meetings. They are named in honor of William S. Pollitzer, a Human Biologist who taught at the University of North Carolina, Chapel Hill, was a Darwin Lifetime Achievement Awardee, and past president of the AAPA.

Qualifications: This award is open to all AAPA **members in good standing** (undergraduate and graduate) who are students and attending the annual meeting. You do NOT have to present a paper or poster to compete or receive an award. In order to be eligible for a travel award, you **MUST be a student member of AAPA at the time that you apply AND at the time the meeting is held (to check your membership status, contact aapamember@allenpress.com).** **You may not receive more than one student travel award in your career.**

Award: Each award of \$500 is made to defray travel costs to the meetings.

Application and Essay: Awards are made on the basis of an essay of no more than 750 words long (excluding references). The essay question changes each year.

The essay should be submitted electronically as a Microsoft Word file. Please use the following convention for naming your submission: LASTNAME_FIRSTNAME.doc (or docx). Also, because your submission will be evaluated anonymously, please be sure NOT to include your name, institutional affiliation, or other identifying information in the text of your submission.

Any submission over 750 words will be automatically disqualified.

Send essays to Anthony Di Fiore (anthony.difiore@austin.utexas.edu) by **December 1**. Please send a second e-mail to the same address alerting Dr. Di Fiore to the fact that the essay was sent. Within 24 hours, students should expect to receive an e-mail acknowledging receipt of their essay.

Topic: This year's essay topic will be posted on our webpage, <http://physanth.org>, by September 15, 2014.

Essay Evaluation and Scoring Procedures: The AAPA Student Affairs Committee will evaluate each submission with an identification number to mask applicants' 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 Committee giving final approval of the committee's recommendation. Winners will be notified by mid- January 2015 and payment from the AAPA Secretary-Treasurer will be made via check or paypal once meeting registration and travel are confirmed.

J. Professional Development Grants Competition – *deadline: January 15, 2015*

The American Association of Physical Anthropologists recognizes that the professional development of talented scientists in the early stages of their careers is critical to the continued health and vitality of the discipline. To that end, the AAPA offers Professional Development Grants annually to qualified recipients, each in the amount of \$5,000. The AAPA website (<http://physanth.org>) has further information.

Eligibility: Applicants must have completed the Ph.D. or equivalent terminal degree in physical anthropology or an allied discipline. Applicants must be conducting applied or academic research that is within the disciplinary boundaries of physical anthropology. Applicants must be junior faculty members (including postdoctoral scholars, lecturers, and assistant professors) and must be non-tenured at the time of application and award. Membership in the AAPA is NOT a requirement. An applicant may receive only one Professional Development Grant during their career. The program is directed toward the career progress of individuals, therefore co-authored/multi-authored applications will not be considered. Completed applications must be received on or before **January 15, 2015**. Incomplete/late applications cannot be considered.

Application Procedure: Applicants are required to submit a research proposal, curriculum vitae, a letter explaining how this research will promote their careers, and a letter from a colleague (e.g., former supervisors) who can evaluate both the significance of the research and its impact on the applicant's career. Approvals to conduct the research (e.g., field permits, IRB, TACOS) are not required at the time of submission but should be in progress. Applicants will have until the end of the calendar year in which the award was received to secure necessary approvals and funds will not be released until approvals are in place.

A complete application includes: 1) Project Cover Sheet (signature required; downloadable from <http://physanth.org/career/funding-sources/aapa-professional-development-grant-program-cover-sheet>); 2) Cover Letter from the applicant explaining the importance of the proposed project for their professional career (500 word maximum); 3) Project Description which presents the nature of the project, the methodology to be employed, and the scientific importance of the proposed research, including the connection of the research to the larger goals of the discipline. This description (not to exceed 1500 words) should be written so that it can be evaluated by any professional physical anthropologist. A bibliography must be included and will not count toward the 1500 word limit. Illustrations and tables may be submitted but are not to exceed three pages of material (in addition to the project description and bibliography) and should include explanatory captions; 4) Budget (1 page max), which itemizes costs, briefly justifies the use of AAPA funds for these expenditures with reference to the proposed project, lists other grants submitted or received for this project, and explains any overlap in funding and the relationship of the AAPA grant to other funding. For example, can the project stand alone with only AAPA funding? The AAPA Professional Development Program does not allow overhead funds; 5) Curriculum Vitae for the applicant; and 6) Letter of support from a colleague (or supervisor) who can evaluate both the scientific merit of the project and its impact on the applicant's career. ***Parts 1-5 should be submitted as a SINGLE pdf document to: Dr. Joan Richtsmeier jta10@psu.edu. Item 6 should be emailed directly to Dr. Richtsmeier by January 15, 2015.***

If electronic submission is impossible, applications should be mailed to: Dr. Joan Richtsmeier, Department of Anthropology, Penn State University, University Park, PA 16802. FAXES ARE NOT ACCEPTABLE.

Applications must be received by **January 15, 2015**. Incomplete/late applications cannot be considered.

Evaluation and Decisions: Grant applications will be reviewed and ranked by a committee of AAPA members chaired by Dr. Richtsmeier. Decisions will be confirmed by the AAPA Executive Committee. Recipients will

be announced in early Spring of 2015 and grantees will be recognized at the AAPA Business Meeting. Decisions of the Award Committee in any year are final and not subject to appeal or reassessment.

K. Committee on Diversity Undergraduate Research Symposium - *deadline: February 1, 2015*

The Committee on Diversity will sponsor the 5th Annual Undergraduate Research Symposium to be held on the evening of Wednesday March 25th. Any abstract with an undergraduate as the first author is welcome. Please encourage your undergraduates to apply for this event!

Deadline: C.O.D. Undergraduate Research Symposium abstracts are due February 1, 2015.

Abstract Preparation and Submission: Abstracts should follow AAPA guidelines (see section B of this document); failure to do so will mean that your abstract is returned to you, unreviewed. Abstracts should be submitted electronically as a .doc/docx file to Dr. Cara Wall-Scheffler (cwallsch@spu.edu). Any abstract submitted to the main conference that has an undergraduate as first author will be considered, as long as we receive the abstract by the Feb. 1 submission date so we can allocate space. ***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.

Review Process: Abstract review will be conducted separately from the main meeting's review process. Each undergraduate will be paired with a graduate student who will provide mentoring advice on abstract structure and content. Full participation in this mentoring is required for abstract acceptance. Graduate students are encouraged to volunteer to serve as reviewers/mentors (please see below).

Event: Posters should be hung by 5:30pm on Wednesday of the meetings. From 5:30 – 6 pm a private reception will be held for the undergraduates, their mentor, and their graduate student mentors during which participation certificates will be awarded by AAPA officers. The reception and posters will be open to the association members from 6:00-8pm on Wednesday. Undergraduates are expected to attend the entire event. Refreshments will be provided!

Graduate Student Volunteers: Graduate students interested in abstract review and undergraduate mentoring please contact Dr. Cara Wall-Scheffler (cwallsch@spu.edu).

Registration: Undergraduates participating in the symposium will receive complimentary AAPA meeting registration. Dr. Wall-Scheffler will contact you with details following the review process and abstract acceptance.

Reminder: Undergraduates can apply for Student Travel Awards no later than December 1, 2014 (See above).

L. Student Presentation Awards Competition – *deadline: March 1, 2015*

The American Association of Physical Anthropologists awards five prizes to outstanding presentations at the annual meeting whose **first author is a student**. Four named prizes honor: Juan Comas, Aleš Hrdlička, Mildred Trotter, and Sherwood Washburn. These awards are for excellent presentation of either a podium talk or poster. A fifth prize, named for Earnest A. Hooton, is given for the best 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.

Eligibility: To be eligible for a prize, a paper or poster must meet the following criteria:

1. The first author must be a student member (or special member who is a student) of the AAPA at the time of abstract submission and who has not previously won a prize for a paper or poster presented at the annual meeting. The first author may be a regular member at the time of presentation.
2. Individuals who have completed all terminal degree requirements before the abstract submission deadline are ineligible for a student prize.
3. The first author must be a member of the AAPA at the time the meeting is held (student or regular).
4. The paper and the project to be presented must be primarily the work of the first author.
5. The abstract must have been **accepted** for either a podium or poster presentation.
6. The first author student must personally make the presentation of the paper or poster.
7. A summary of the presentation must be submitted to the competition by March 1, 2015.

Application Process: A summary of your presentation, following the guidelines below, should be sent electronically as a Microsoft Word or PDF file to Anthony Di Fiore (anthony.difiore@austin.utexas.edu) **by March 1**. Please note that this replaces the requirement for a full manuscript.

Provide a cover letter that also explains the following as relevant: 1) If the paper is multi-authored, state the contributions of each of the authors in terms of intellectual and/or methodological investment; 2) If two student co-authors contributed equally to the paper, and want to be considered as co-principal investigators (PI's) of the paper, indicate that this is the case. Should they win an award, they will each receive a check for half the amount of the total award. Please indicate the date, time and session number of your presentation.

Provide a brief summary of your podium or poster presentation in up to 1000 words, excluding references. Use some diagrams, graphs or pictures if you wish, but the total length of your summary should not exceed 6 letter-size pages. Referencing, tables, and figure captions should follow the AJPA style. Organize 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

Submit electronically as a SINGLE Microsoft Word or PDF file to Dr. Anthony Di Fiore
(anthony.difiore@austin.utexas.edu) **by March 1, 2015**.

Please use the following convention for naming your file: LASTNAME_FIRSTNAME.doc, docx or pdf

Review and Decisions: The Student Affairs Committee judges the written summaries and the visual/oral presentations given at the AAPA meetings 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
anthony.difiore@austin.utexas.edu

M. Pre-Registration Information –*required for all first authors of regular abstracts*

Pre-registration: Pre-registration occurs at the time of abstract submission for all first authors.

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

Registration Fees:

	Pre-registration*	On-Site After March 9 th , 2014
AAPA Regular Members & Special Members**	\$150.00	\$160
Nonmember symposium participants	\$150.00	\$160
Nonmembers	\$300.00	\$310
Student Members** and Retired Members***	\$60.00	\$65
Nonmember Students**	\$125.00	\$130

*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 a complete list at: <http://www.imf.org/external/pubs/ft/weo/2009/02/weodata/groups.htm#oem>). These rates are intended for permanent residents of these countries, including students training abroad, not for researchers working in these countries for a limited period of time. Please pay registration fees accordingly.

**Registrants whose membership has been preliminarily approved by the Chair of the membership committee, Josh Snodgrass (jjosh@oregon.edu) but will be officially approved at the 2015 business meeting may register as members.

***The retiree rate is available to 1) former full or special members who upon full retirement have had their written request for dues reduction approved by the Secretary-Treasurer and 2) lifetime members who upon full retirement request of the Secretary-Treasurer and are approved in writing for reduced registration.

How To Pay: *You have the option of paying online or by mailing a check or money order.* Online payment is made through PayPal, our credit card transaction service. Please register with PayPal BEFORE paying for your registration. 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:

AAPA - Dr. Anne Grauer
Department of Anthropology
1032 W. Sheridan Rd, Loyola University Chicago
Chicago, IL 60660

If you are bringing a child to the meetings and would like a complimentary name tag for him/her, please email the Secretary-Treasurer, Anne Grauer at agrauer@luc.edu

Receipts: **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, Anne Grauer (agrauer@luc.edu).

Letters of Invitation and Certificates of Participation: International participants requiring official letters of invitation to obtain visas to enter the U.S. may email the Vice-President to request a letter. Electronic letters are provided without charge. Participants requiring hard copies will be charged the actual postage fee. Certificates of participation are not provided except on request. International participants requiring a certificate of participation must email the VP no later than March 1. aapavp2015@ucalgary.ca

N. Hotel Information

The meeting hotel for the 2015 annual meeting in St. Louis, Missouri is the Hilton Ballpark. A block of rooms has been reserved for the meetings at the Hilton Ballpark.

The hotel is located in downtown St. Louis, within easy walking distance to Busch Stadium, the St. Louis Arch, and the St. Louis Riverfront. The downtown area includes numerous hotels, restaurants, and small parks, including City Garden. The Hilton Ballpark hotel is conveniently located near Interstate 64. Numerous airlines, Amtrak, and Greyhound all service St. Louis regularly, with both Amtrak and Greyhound located downtown. Lambert –St. Louis Airport (STL) is located just a short cab ride away. St. Louis also has public transportation, the Metrolink, with stops at the airport and two metrolink stops near the Hilton Ballpark.

The Local Arrangements Website provides a wealth of information on the city and the meetings as well as information on reserving rooms. Please visit: <http://www.aapa2015.com>. We will be providing up to date information on meeting news, local events, and hotel information. If you have additional questions, the local arrangements committee can be reached at aapa2015stl@gmail.com.

A substantial block of rooms has been reserved for this meeting. Everyone is encouraged to stay at the meeting hotel and to book early. Please book prior to the February 27, 2015 cut-off date.

The AAPA has negotiated special conference rates at the meeting hotel as follows:

Hilton Ballpark: \$135.00 (including free wi-fi); city taxes of 18.741% (subject to change) are not included

Reservations may be made via the LAC website or the hotel direct links:

Local arrangements website: <http://www.aapa2015.com>

Hilton Ballpark: http://www.hilton.com/en/hi/groups/personalized/S/STLBVHF-AAP-20150319/index.jhtml?WT.mc_id=POG

O. Auction Donation Reminder – Benefits Pollitzer Student Travel Awards

As you begin planning for the meetings, please keep in mind items you might donate for the auction. Remember that the auction is not just an enjoyable social event...Each year proceeds from the auction provide funding for additional student travel awards. Last year, the auction made nearly \$10,000 and these funds will support an additional 19 student travel awards to the 2015 AAPA meetings!

If we know of items in advance, particularly "big ticket" items, we will advertise them on the AAPA website so that our members can save their pennies! The auction is held Thursday Evening.

To Donate please contact: Susan Antón (susan.anton@nyu.edu), Herman Pontzer (herman.pontzer@hunter.cuny.edu) or Josh Snodgrass (jjosh@uoregon.edu).

P. Guidelines for Preparation of Effective Poster Presentations

Poster presentations provide more opportunities for direct discussion with interested viewers than do podium presentations. Because an oral presentation can be heard at one and only one time, whereas a poster presentation is available for several hours and its viewing can be tailored to fit individual schedules, the opportunities for reaching a large audience, receiving useful feedback, and discussing your research are as great or greater for a poster as an oral presentation. Good oral and poster presentations entail equal effort and importance and both 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. Poster presentations are greatly enhanced by the use of good visual material that conveys the essential information including key points and research results. They allow the viewer to both read and see the results, which enhances understanding. To maximize the effectiveness of your poster, please consider the following.

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.
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 24 point, with >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 (36 point or larger). 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 fewer than 10 minutes*
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*****

Q. Guidelines for Preparation of Effective Oral Presentations

Podium presentations are scheduled into 15-minute time slots. To allow time for scientific interchange, presenters should try to dedicate 2-5 minutes *within* that time limit for questions. Like a poster, 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 10-12 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 talk, please consider the following, and practice, practice, practice.

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. Word slides:** If you use bullet or word slides – keep them simple and short. Do not use full sentences. Do not include more than 5-7 lines per slide (acknowledgements excepted).
- 5. 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. 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 the USB device just in case. Please virus check your entire 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.
- 6. Audio-visual equipment:** AAPA provides laser pointers, microphones, equipment for computer projection. Given the very low demand and high price for overhead and traditional slide projectors these media services are not provided.

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