

# Student Table Clinics - FAQ's

## What is a table clinic?

A table clinic is a poster presentation of research information specifically broken up into the following section headings: introduction/literature review, purpose, methods & materials, results and conclusion(s). These headings form the main sections of the content you will need to provide and place on your poster board.

## How do we make an appointment?

2-hour group appointment times can be scheduled by calling (909) 558-4605 from off campus or ext. 44605 from on campus. Appointment times are during normal business hours – M-Th, 8:00-5:00; F, 8:00-2:00. When you call for your appointment, please have the following information ready: group leaders name, contact information, project title and your choice of color scheme. The following color schemes will be available (see table, right). The first color is the main color and the second color is the accent color.

## Can we have more than one appointment?

If proper preparation is done, there shouldn't be a need for a second appointment but, if additional time is necessary your group can make another appointment, on a first come basis. Your goal when you come for the appointment is to start and finish. Be prepared and make it easy.

## Where do we go to put table clinics together?

Table clinic presentations are assembled in the work room in the Educational Support Services building, located at: 24868 Taylor St., Loma Linda, CA 92354.

## What do we need to bring to the appointment?

You will need to bring a USB storage device with the following documents:

1. A word document with the final report/project text. Please bring a neatly formatted Microsoft Word document.
2. The individual .jpg/.tiff/.png image files – only these formats will be accepted. Please don't bring, PowerPoint or Publisher documents. (**Note:** Name your files with logical identifiers i.e. Intro1, Intro2, Conclusion1, Conclusion2, Purpose1, Purpose2, Results1, Results2, Results3, etc).
3. Your group should proof **ALL** the documents you intend to use in the final poster project & plan in advanced the size of the pictures, graphs or diagrams. A well organized group will sketch out a mock-up of the presentation layout or use the worksheet provided.

## What is provided for us?

One pre-made "Assembly Kit" will be provided to each group based on your color selection from above. An assembly kits includes the main back & side boards, the project title board, and the heading boards. Please be careful with these, we make every effort to keep waste to a minimum. The colored matte boards, spray glue, Elmer's glue, rulers, cutters, tape, etc will be provided, along with instructions for use. We are also able to scan graphics as needed if there is no original.

**Is there a cost for anything?** No, if a group misses their appointment, the time slot will be given away after ½ hour.

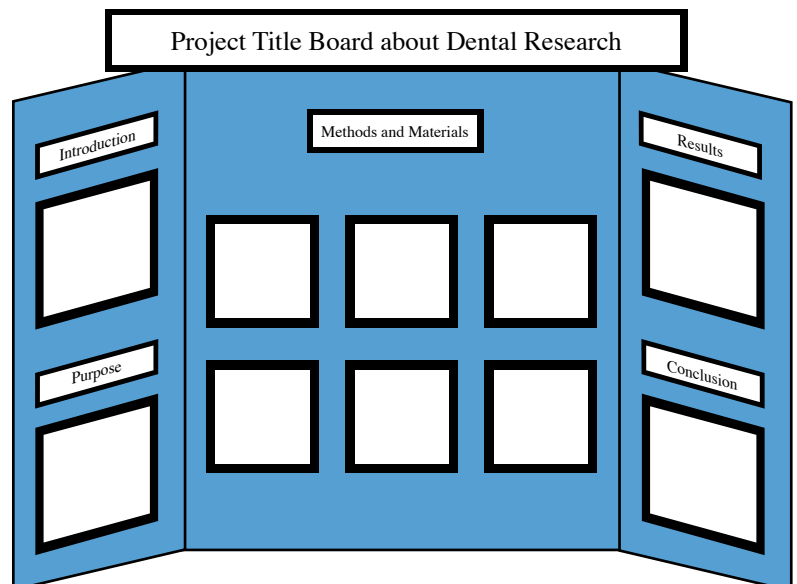
## COLOR SELECTIONS

|    |                              |    |                              |
|----|------------------------------|----|------------------------------|
| a. | black with light gray        | l. | dark blue with light blue    |
| b. | black with light blue        | m. | dark blue with light gray    |
| c. | black with maroon            | n. | dark blue with dark gray     |
| d. | maroon with light gray       | o. | dark blue with maroon        |
| e. | maroon with dark gray        | p. | light gray with light blue   |
| f. | maroon with black            | q. | light gray with dark blue    |
| g. | forest green with light gray | r. | light gray with forest green |
| h. | forest green with dark gray  | s. | light gray with maroon       |
| i. | forest green with black      | t. | light gray with black        |
| j. | purple with light gray       | u. | dark gray with forest green  |
| k. | purple with dark gray        | v. | dark gray with maroon        |

## How do we put it together?

- You will need to work with staff to describe your printing needs. Please have all text, pictures, graphs and diagrams ready to print at the appointment time.
- Please take your time, don't rush and plan your project layout. Assign each member of your group a specific task, i.e. Gather materials, bring-in/submit files for printing, cutting borders, spacing and proofing etc.
- An instruction banner is posted on the wall in the ESS work room with specific instructions and we will be available to answer questions.
- Have fun.

## CLEAN UP IS MANDATORY!!



# Table Clinic Worksheet



LOMA LINDA UNIVERSITY  
School of Dentistry

Project Title \_\_\_\_\_

Group Leaders Name \_\_\_\_\_ Color Selection \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

