

## Abstract Submissions FAQ

### ANNUAL MEETING

#### **What should my submission include?**

**\*Find more details on page 2**

#### *Preconference Workshop:*

- Title
- Abstract - include the following sections:
  - Rationale
  - Audience Participation
  - Content to be Presented
  - Method of Evaluation
  - Prerequisite Knowledge Needed
- Learning Objectives (minimum of two required)
- Schedule (time frame for sections and content, breaks, etc.)
- Audience (who you think this will be of most interest to)
- Endorsement (name of chair and group/committee endorsing this pre-conference workshop)

#### *Forums:*

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  - Content to be Presented
  - Method of Evaluation
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- Schedule (time frame for sections and content, breaks, etc.)
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#### *Oral & Poster Presentations:*

- Title
- Abstract - include the following sections:
  - Context
  - Objective
  - Study Design and Analysis
  - Setting or Dataset
  - Population Studied
  - Intervention/Instrument
  - Outcome Measures
  - Results
  - Conclusions
- Learning Objectives
- Research Category
- Study Design

**What should my title include?**

125 characters including spaces. Do **NOT** use all capitals.

**How many characters should my abstract be?**

*Preconference Workshop* - Abstracts are limited to 2,500 characters and should be formatted in a single paragraph to include Rationale, Audience Participation, Content to be Presented, Method of Evaluation, and Prerequisite Knowledge. Include **ONLY** the abstract. Do not include title or author(s).

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*Oral & Poster Presentations* - The abstract should be no longer than 2,500 characters in a single paragraph with the following subheadings: Context, Objective, Study Design and Analysis, Setting or Dataset, Population Studied, Intervention/Instrument, Outcome Measures, Results, Conclusions. Include **ONLY** the abstract. Do not include title or author(s).

**What research categories are accepted?**

We accept a large range of research categories. You can select the one that best fits your submission on a drop down. You can provide up to three categories for your submission.

**Is the research category important?**

Yes, it is. The research category helps us to schedule break-out sessions.

**What is a learning objective?**

What you want learners to take away and implement after the session in active, measurable terms (e.g. - define, interpret, explain, apply).

**How long should the learning objective be?**

Learning objectives should be no longer than one sentence.

**How many learning objectives do I need to provide?**

A minimum of two learning objectives are required for a submission.