

**NLN.ON CONFERENCE 2009**

# **How to Write an Abstract for Presentation**

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*NLN.ON CONFERENCE 2009*

**Please take a few moments to complete  
the questionnaire to assist us to focus  
the session to your needs**

# *What are we going to cover in this session?*

- **Introductions - Dispel Myths**
- **Questions to Consider**
- **Conference Planning Context & Program Committee's focus**
- **Abstract Process**
- **Evaluation Process**
- **Good and Bad Abstracts discussion**
- **Where to get help**
- **Your questions**

# *Thinking About Submitting an Abstract – consider....*

- **Is this the right conference for the topic ?**
- **Can I fit the topic to the theme or sub-themes ?**
- **Do I have sufficient time to put the abstract together ?**
- **Are my materials/thoughts organized or do I need help ?**
- **If I need help, where can I get it?**

# *Conference Planning Context*

- **Selecting Theme & Sub themes**
- **Designing Call For Abstracts**
- **Finalizing the design –keynotes, concurrent, panel, posters**
- **Abstract Review Process**
- **Notification and Acceptance**
- **Designing the Brochure**

# *Program Committee Focus*

- **Dynamic program that reflects the theme and sub themes**
- **Meets the mandate of the organization**
- **Balance and mix of topics**
- **Geographic representation**
- **Program that will attract attendees to buy a ticket**

# *Is there a difference in the Type of Abstract ?*

- **Concurrent Session (Paper)**
- **Panel**
- **Workshop**
- **Poster**
- **Scientific Session**
- **Case study/story**
- **For consideration Paper/Poster**

# *The NLN.ON Process*

**NLN.ON 2009 Call for Abstracts**

*“Creating Opportunities for our Future”*

*Refer to handout*



# *What is a Blind Review Process?*

- Abstracts come in to a third party
- All identifying comments removed
- Numbered
- Reviewers do not know authors
- Any conflicts are identified
- Difference with on-line process

# *On-Line Abstract Process*

- **More common now**
- **Be sure you have draft text in another file (cut and paste in )**
- **Need to complete demographic info and category**
- **Usually assigns password**
- **Often can go back and edit**
- **Be sure to print a copy before you finish**

# *What Happens After the Abstract is Submitted?*

- **Abstracts must be received by the deadline**
- **Blinded and numbered**
- **NLN Abstract History**

# *Abstract Submissions History for NLN.ON*

|                           | <b>2009</b> | 2008 | 2007 | 2006 | 2005 | 2004 | 2003 | 2002 | 2001 | 2000 | 1999 |
|---------------------------|-------------|------|------|------|------|------|------|------|------|------|------|
| <b>Total submissions:</b> | <b>136</b>  | 132  | 71   | 83   | 55   | 59   | 55   | 71   | 60   | 53   | 63   |

|                        |           |    |    |    |    |    |    |    |    |    |    |
|------------------------|-----------|----|----|----|----|----|----|----|----|----|----|
| <b>For poster only</b> | <b>36</b> | 16 | 5  | 15 | 8  | 9  | 5  | 9  | 12 | 8  | 7  |
| <b>Poster or paper</b> | <b>46</b> | 52 | 18 | 17 | 14 | 18 | 20 | 14 | 17 | 20 | 24 |
| <b>For paper only</b>  | <b>54</b> | 64 | 48 | 51 | 33 | 32 | 30 | 31 | 25 | 32 | 39 |

# *What Happens After the Abstract is Submitted? cont'd*

- Independent reviewers score against predefined criteria
- Aggregated Scoring from all reviewers score
- Numerical Ranking
- Discussion and consensus by reviewers
- Selection and notification

*What are the NLN.ON Evaluation  
Reviewers Looking for in the  
Evaluation Process*



# What is an Abstract?

- A complete but concise description of your work to entice potential conference attendees to go to your presentation
- Serves to ‘sell’ your work... this is your ‘sales pitch’
- Makes the reader want to know more

# *Evaluation of Abstracts*

- **What are some of the common problems?**
- **What is a good abstract?**
- **What is a bad abstract?**
- **What is a questionable abstract?**
- **Some Reasons for a “No Thanks” letter**



# *Problems Noted in Submissions*

- **Small font**
- **Narrow Margins**
- **Inclusion of institution information**
- **Inclusion of personal information**
- **Exceeds length**
- **Not on theme**
- **Use of unexplained acronyms**

# *Problems Noted in Submissions*

## *cont'd*

- **Not enough information**
- **Wandering - *Disjointed* - Poorly Written**
- **Niche audience**
- **Conceptual paper with questionable application to *'real life'***
- **No catchy title - *No spark***

# *Abstract – Why is it Good ?*

Title: Don't let your leadership style fall into a time warp!!

In addition to the looming nursing shortage, the profession has yet another challenge to address. We are on the verge of a 'generation shift' and leadership through this transition is crucial. The Baby Boomers (born between 1946 and 1964) who have occupied leadership positions for the past two decades are moving toward retirement in the next ten years. The replacement leaders, from Generation X (born between 1965 and 1981) are in the workforce now and some are moving into formal leadership positions. Boomers are leading Xers and Xers are leading Boomers and this is very different than when Boomers led and Xers followed.

# Good Abstract continued

This paper will address the similarities and the differences between the two generation groups, specifically looking at work ethic, work philosophy and values. It is no longer enough just to be sensitive to differences in ethnicity, gender and organizational hierarchy – attention to age differences in the workforce and the resultant relationships must also be factors.

# Good Abstract continued

The presentation will be done by a Boomer so bias is acknowledged at the outset. The three objectives of this presentation will be to heighten awareness of this issue, to share some observations from workplace settings and look for strategies to ease the transitions already underway in practice. This session will be of interest to nurses currently in every type of leadership role as well as to those who aspire to formal leadership positions. Understanding generational issues will truly be one of the important leadership competencies for the 21st century. We are all part of this transition. Depending on how we inform ourselves and how open minded and creative we chose to be, whether we are Boomers or Xers, our choice will be to be part of the problem, or to be part of the solution.

# *Abstract – Why is it Bad?*

- **AUTHOR: JANE PICKARD**

- The author will explore the theoretical background of abstract writing and will share thoughts and experiences about successful and unsuccessful submissions over the past twenty years at RNAO, ACEN, CONE, AARN and ICN.
- Technical information, as taught in the MScN program at Florence Nightingale University will be included. The works of graduate students will be used as illustrations and feedback from reviewers will be discussed. Regression analysis, path analysis and other statistical findings will be shown and audience participation will be invited.
- Abstract writing is an art. There are rules to follow and points to consider if one expects to be invited to present papers at nursing conferences. The author will share the “rules” as she has come to know them from a practical and a theoretical perspective.
- This presentation will be of interest to academics, statisticians and graduate students. Writings by Kouzes and Posner; Potter and Perry; Aristotle; Oprah and Kozier and Erb were used to inform this work and support future implementation of these ideas.



# *Abstract – Why is it Questionable?*

## Title: Abstract Writing

This presentation will report the findings of research about nurses' quality of work life and propensity to leave their current employment. In individual interviews, validated by focus groups, nurses involved in direct care and nurses in leadership positions were asked to describe their experience working at Florence Nightingale General Hospital, as well as to rate the experience on a Likert Scale to describe what would cause them to stay working at this organization. Findings of the research will create an agenda for action. Initiatives to address the quality of work life and establish a high retention environment at Florence Nightingale General Hospital will be presented. Findings of this research will provide guidance to the profession of nursing in addressing issues in practice settings.

# *REMEMBER...*

- **Follow the instructions that are given, to the letter!!!**
  - **This will improve your chances of acceptance significantly**
    - Each conference has different guidelines so if this abstract was submitted to another conference, it will need to be changed for NLN submission



# *Call for Abstracts - Instructions*

- Examples in folder
- Take note of the specifics because every call is slightly different!

# Note:

- Date due
- Font –style , spacing and font size
- Word limit
- Electronic submission details
- Do you need a bio to accompany submission?
- Additional instructions re: reflective questions; link to published themes; keywords, etc

## *Some other possible reasons for a “No Thanks” letter*

- **Too many similar papers**
- **Need for balance between teaching hospital/  
community hospital/ agency/ public health/  
community/long term care/educational  
institutions/ etc.**

# *Some other possible reasons for a “No Thanks” letter cont’d*

- **Looks like a marketing presentation**
- **Submitted to other conferences**
- **Generalizability and relevance to the masses?**

*Good Luck!!*

We will look for your abstract for the **2010**  
NLN.ON Conference



*So you have been accepted .....*

- **Concurrent Session**

**Check descriptor in program brochure and  
be sure to reflect in your presentation**

**Refer to 2009 NLN brochure**

**NLN.ON Help is available – just ask**

# *Poster Presentations*

**How to prepare**

**Refer to handout**

**“Guidelines and tips to help you maximize your poster presentation at the conference”**

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**Questions???**