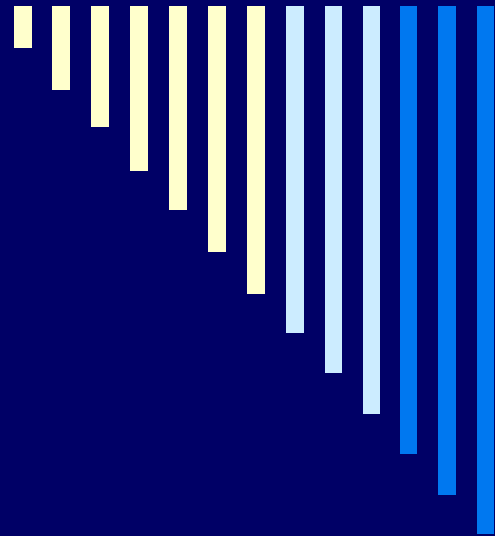
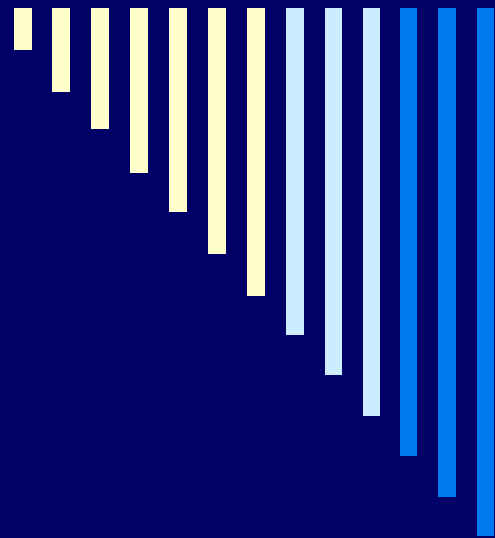


NLN.ON CONFERENCE 2013



How to Write an Abstract for Presentation

Sue Munro RN, BScN, MHSc, CHE
VP First Stage Enterprises



***NLN.ON
CONFERENCE 2013***

It would be very helpful if you would please take a few moments to fill out the questionnaire provided as you sit down.



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**
-



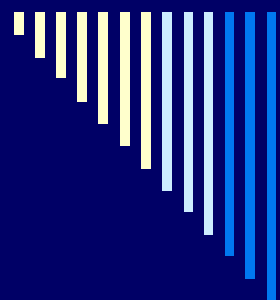
Thinking About Submitting an Abstract – consider....

- 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?**
-



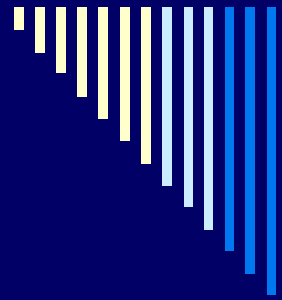
Conference Planning Context

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



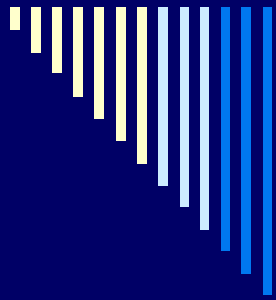
Program Committee Focus

- 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)
- Poster
- Workshop “how to”
- Networking Café
- Case study/story – round table
- Panel
- Scientific Session (shorter)
- For consideration Paper/Poster



The NLN.ON Process

NLN.ON 2013 Call for Abstracts

***Nursing Leadership: Taking
Accountability for Quality Care***



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
 - Differences with manual versus on-line process
-



On-Line Abstract Process

- More common now**
 - Be sure you have draft text in another file (ready to cut and paste)**
 - Need to complete demographic info and categorize your submission**
 - Some assign password – allow to go back and edit**
 - Be sure to print a copy before you finish**
-



What Happens After the Abstract is Submitted?

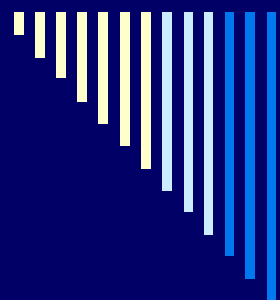
- Abstracts must be received by the deadline
- Blinded and numbered

Handout - sample NLN abstract submission history



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
-



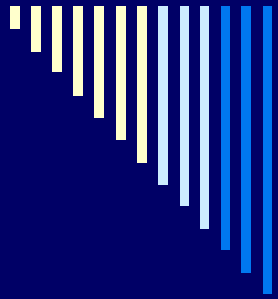
***What are the NLN.ON
Evaluation Reviewers
Looking for in the
Evaluation Process of
Abstracts***





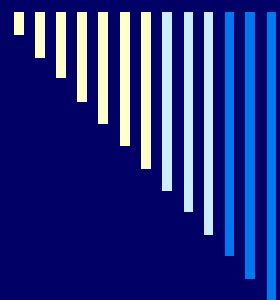
What is an Abstract?

- 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**
-



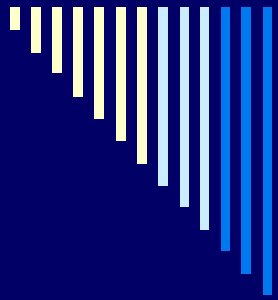
Evaluation of Abstracts

- ❑ 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



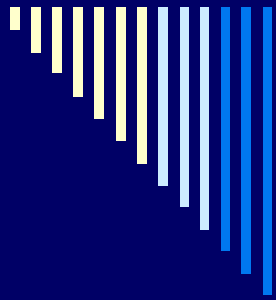
Problems Noted in Submissions

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



Problems Noted in Submissions cont'd

- Not enough information
- Wandering - *Disjointed* - Poorly Written
- Topic not relevant to conference
- Conceptual paper with questionable application to '*real life*'
- No catchy title - *No spark*



Abstract – Why is it Good ?

On Theme

Within word limit

Has a catch

Relevant

No identifiers or unexplained acronyms

**General appeal.....outlines who would be
interested in attending**



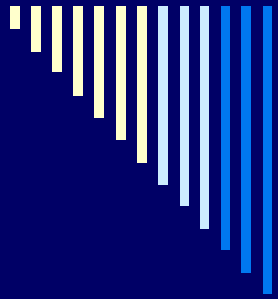
Abstract – Why is it Bad?

- Identifiers or multiple black-outs
 - Off Theme
 - Contains unexplained acronyms
 - Niche appeal
 - No key messaging... “what are they going to share / present? “
-



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

- Excellent examples at <http://abstracts.rnao.ca>
 - Sample Handouts
-



Some other possible reasons for a “No Thanks” letter

- Number of abstracts submitted vs. number of spots available on program**
 - 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
 - Date of presentation
 - Audience
 - Generalizability and relevance to the masses?
-



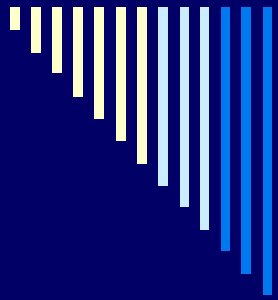
So you have been accepted

□ Concurrent Session

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

Refer to 2013 NLN brochure

NLN.ON Help is available – just ask



Poster Presentations

How to prepare

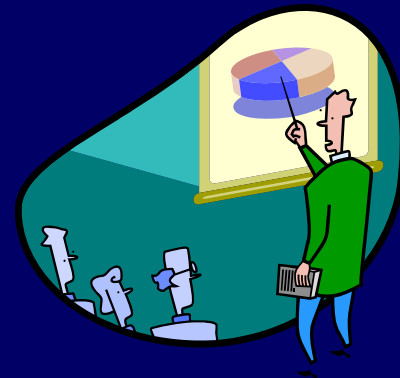
Refer to handout

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

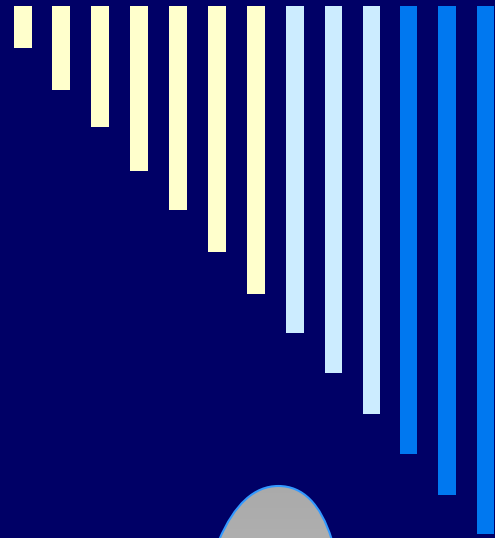


Good Luck!!

We will look for your abstract for the **2014**
NLN.ON Conference



NLN.ON CONFERENCE 2012



Questions
