ABSTRACT GUIDELINES

Each abstract must be **no more than 300 words** and must contain the following elements:

For New Programs:

- 1. **Purpose/Goals**: Program's purpose/goals are clearly defined.
- 2. **Significance**: Significance of the program is clearly stated.
- 3. Approach/Key Features: Program's approach/key features are clearly described.
- 4. **Evaluation**: Evaluation plan is well developed and/or the results demonstrate program effectiveness.

For Original Research:

- 1. **Problem Statement**: Statement of the problem and study significance is provided.
- 2. **Purpose**: Study purposes are clearly defined.
- 3. **Methods**: Methodology (design, sampling and intervention) is outlined and appropriate for the study.
- 4. **Results**: Results including data analysis (or plan for analysis) are presented.
- 5. **Conclusions**: Conclusions (or preliminary findings) are supported by the results and stated clearly.
- 6. IRB approval is required for all studies involving human subjects or animals.
- 7. Studies in progress at the time of submission must include a detailed plan for statistical analysis and/or preliminary findings.

For Systematic Reviews:

- 1. **Objective**: Specific and clearly formulated statement of the problem and the research or PICO question are provided.
- 2. **Search Strategy/Selection Criteria**: Explicit methods for identifying, selecting and critically appraising relevant research are included.
- 3. **Data Collection and Analysis**: Methods used to collect and analyse data from the studies included in the review are presented.
- 4. Main Results: Number and type of studies included and summary of the results are provided.
- 5. **Conclusions**: Findings, type of evidence and recommendations are highlighted.
- 6. Statistical methods (meta-analysis) may or may not be used to analyse and summarize the results of the included studies.
- 7. The review process is comprehensive and unbiased.

continued...





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All abstracts must be received by March 31, 2017, to be considered.

Abstracts will be selected on the basis of the scientific quality of the work presented. Submissions will undergo a double-blind review process before a final decision is made.

Abstract submission constitutes a commitment to be in attendance at the conference if the abstract is selected. All presenters for the poster and oral research sessions must register for the meeting at the appropriate registration fee. Presenters are responsible for financial costs associated with attending the conference.

Individuals who submit abstracts may be the primary presenter on only one abstract but may be the copresenter on others. Presenters are not required to be the principal investigator of the study, but should be a member of the research team.

Previously presented and published abstracts will be considered as long as the complete citation to the published abstract is provided.

