



## Abstract Submission Guidelines

### Evidence-based Practice/Quality Improvement Projects

1. All abstracts must be submitted through the [MNRS online submission site](#) no later than posted deadlines.
2. First-author presenters must be current members of MNRS.
3. An individual can be listed as the first author for a maximum of one (1) abstract. An individual may be listed as co-author for an unlimited number of presentations.
4. In the event an abstract is not selected for the presentation type requested, the author may indicate that they would like to be considered for an alternate presentation type. It is the discretion of the Program Planning Committee whether an abstract will be considered for an alternate presentation type. **See below for definition of presentation types.**
5. Completed projects are eligible for paper presentation.
6. Projects in progress are limited to poster presentations only.
7. The body of the abstract may not exceed 350 words and should include purpose, strength of evidence, implemented practice change, implementation strategies and stakeholders, evaluation methods, and results. Graphs, charts, or images are not permitted.
8. The technical quality of your submission may influence a reviewer's scoring of your abstract, so please check for spelling and grammatical errors. MNRS does NOT edit abstracts.
9. Short titles and standard abbreviations are recommended. The title should be specific in addressing the key concepts in the project.
10. Avoid reference to institution names, locations, or funding sources in the body of the abstract.
11. The following information will be requested in the online abstract submission site and is required for the purposes of professional contact hours approval for the conference:
  - Objectives: List learner's objective in behavioral terms (e.g. Describe, Discuss, Apply, Explain...)
    - Write ONE outcome statement, e.g. "The purpose of this session is to enable the learner to..." Select an action verb that specifies what the learner will be able to do after completion of the activity – See website for list of action verbs.

### Definitions of Presentation Types

#### Paper Presentation

- A paper presentation is an oral presentation reserved for completed projects for which results are reported as part of the presentation
- Each paper presentation will be a maximum of 12 minutes in length and will be followed by a brief question and answer period of approximately 3 minutes
- Only reports of completed projects that have not been published in a publicly available journal or have not been presented at a previous MNRS conference can be submitted

### Poster Presentation

- Reports of completed evidence-based practice projects or evidence-based practice projects in progress may be presented as a poster

### Poster Discussion Presentation

- Poster Discussion sessions are made up of 8 – 10 poster presentations on a similar topic
- A 90-minute Poster Discussion session is divided into 30 minutes for general poster viewing and 60 minutes of discussion led by a moderator
- Each presenter is given a few minutes to present the key points of their poster and is asked a specific question or two by the moderator to begin the discussion

### 20 x 20 presentation

- A 20x20 presentation offers participants the opportunity to hear from several presenters on a specific topic.
- Accepted 20 x20 presentations will be grouped in a session with 5 other presentations to total 6 presenters per session. Each presenter shares their information using 20 slides which AUTOMATICALLY advance every 20 seconds resulting in a fast and informative 6 minutes and 40 second-long presentation. The individual presentations are followed by at least 10-15 minutes of group discussion facilitated by the group's lead presenter.
- The goal of this format is to create a greater opportunity for conversation and dialogue in the session.

### Postcard presentation

- Postcard Presentation sessions are made up of 5 – 10 presentations
- Each presenter will have a single electronic slide to give a 5-minute presentation of the key points
- Presenters will be encouraged to print ~30-50 postcards or ½ sheet of paper for guests to include the title and presenter contact information.
- Discussion at the end of the session will be led by a moderator.
- This format is an excellent networking opportunity and opportunity to provide information on new methodology, recruitment methods, new/exciting research and implementation, or literature review findings.

### **Criteria for Review of Evidence-based Practice/Quality Improvement Abstracts**

The following criteria will be used to score abstracts for presentation:

- The purpose is clearly stated
- Strength of evidence guiding practice change is reflected in the abstract
- Implemented or proposed change in practice is discussed
- Strategies used for implementation are outlined and relevant stakeholders are identified
- Method for evaluation of the change is discussed
- Results of the practice change are discussed (as applicable)

Each criterion will be rated on the following scale:

1 = Not Acceptable, 2 = Fair, 3 = Good, 4 = Excellent, 5 = Exceptional