



ARKANSAS NURSING RESEARCH CONFERENCE

April 21, 2017 ◦ IDOD WILSON, UAMS ◦ Little Rock, AR

Guidelines for Electronic Abstract Submission Little Rock, Arkansas

As you prepare for submitting, please keep the following items in mind. Please read through each section carefully and gather the needed information prior to submitting an abstract. If you have further questions, please contact Charmaine Foster in the Office of Continuing Education at 501-661-7962 or cjfooster@uams.edu

General Abstract Information

1. Peer reviewers will use a standard rubric to review your abstract submission. Reviewers will award points in the following areas: Purpose/Background, Methods, Results, Discussion/Conclusion, relevance and originality, overall quality and importance to the conference (See Reviewer's Rubric tab). Due to our growing number of attendees and limitations in space, only a limited number of abstracts will be accepted.
2. We are also accepting abstracts that have been peer reviewed, accepted, and presented at another major regional or national conference within the last 12 months. Proof of acceptance or presentation with a date must be uploaded at time of submission.
3. Completed work or projects may be submitted for either oral or poster presentation. If the work or project is not yet complete, the abstract may only be submitted as a poster presentation.
4. The presenting author should be listed first in the order of authors. All communications will be directed to the presenting author only.
5. All student abstracts must be submitted by the presenting student author, not their faculty advisor, however, students are required to provide the name and email of faculty advisors.
6. Please remember to include any and all members of your team or anyone who you may wish to give credit to for the work you are submitting. Once the abstract submission deadline has passed, you may not be able to add authors/presenters to the abstract.
7. Each author must complete a standard conflict of interest disclosure form.
8. Abstract title and author information will appear in a compiled Conference Proceedings electronic file which will be uploaded to the conference website.



What Are The Presentation Options?

You will be asked to select a presentation type upon submission: Poster only, Podium only, or either poster or podium. Completed work or projects may be submitted for either podium or poster presentation. If the work or project is not yet complete, the abstract may only be submitted as a poster presentation.

1. Podium Presentations:

- a. 15 minute presentation with 5 minutes for audience questions. Abstracts with similar topics will be grouped together by the program committee from individual abstracts accepted for presentation.

2. Poster Presentations

- a. A traditional poster session is a single abstract presentation of research or evidence-based information by the presenting author and/or representatives of research teams with an academic or professional focus. The work is peer-reviewed and presented on a large paper or fabric poster. Often illustrated, it is a visual display of completed or in-progress work.

How Will Abstracts Be Selected?

Abstract reviewers use a grading rubric to score submitted abstracts. The rubric awards points in the following areas:

-Purpose and Background

-Method

-Results

-Discussion/Conclusion

-Relevance and Originality

-Overall Quality

-Overall Impression

Due to the large volume of posters submitted, only the highest scoring 100 posters will be accepted.



How Do I Submit My Abstract?

1. **Submission Due Date:** Submit all abstracts no later than midnight Central Time on January 27, 2017. There will not be a call for late-breaking abstracts.
2. Abstracts must be 350 words or less, including the headings: Purpose/Background, Methods, Results, and Discussion/Conclusion. Headings will be included in the word count. The title, author(s), are not included in the body of the abstract or the word count. In-text citations and references are not needed in the abstract.
3. The use of a word processing program, rather than the submission form, is recommended for composing the abstract. Please check spelling, word count, and conformation to the guidelines prior to copying the abstract into the submission box.
4. An individual may submit more than one abstract; however, if successfully reviewed, only one oral and one poster submission will be accepted for presentation.
5. Email confirmation of completed abstract submissions will be sent to the presenting author only upon receipt of the complete submission.
6. Email notification of abstract acceptance will be sent to the presenting author only by the end of February, 2017

Required Submission Information

A complete podium or poster presentation submission includes the following:

1. **Title** (Maximum of 15 words)
2. **Author Email Address**
3. **Study/project Status** (Select "Completed Work/Project" or "Ongoing Work/Project")
4. **Preferred Presentation Format/Category** (format in which the author prefers to present)
 - Podium only
 - Poster (only option if study/project is not completed)
 - Either podium or poster
5. **Presenting Author categories/subcategories**
 - Student
 - Graduate
 - PhD
 - DNP
 - MNSc
 - Other _____
 - Undergraduate
 - BSN
 - RN-BSN
 - Nonstudent – Primary role
 - Researcher
 - Clinician
 - Educator
 - Administrator
 - Other _____



6. Type of activity

- Research study
- Quality improvement project
- Review of literature
- Education project
- Practice project
- Other _____

7. Population focus

- Maternal/neonate
- Child/adolescent
- Adult
- Older adult
- Across the lifespan
- Other _____

8. Abstract

- Abstracts must be 350 words or less, including four headings: Purpose/Background, Methods, Results, and Discussion/Conclusion. In-text citations and references are not needed in the abstract.
- Please remove all references to the author(s) information on the abstract before completing the submission.
- Authors should review the information submitted very carefully for spelling, punctuation, and grammatical errors. It will not be possible to change any information in the abstract once it is uploaded.

What If I Need Help?

For more information, please contact Charmaine Foster in the Office of Continuing Education at 501-661-7962 or cjfoster@uams.edu.