

## Call for Abstracts

### Instructions for Abstract Submission

The ADEA WA State Conference Organising Committee is calling for abstracts for presentations at the next State Conference to be held in Fremantle, 4<sup>th</sup> April, 2014. The presentations need to be of interest to ADEA members and be relative to the following categories:

- Scientific
- Program Evaluation / Review of Resource Delivery / Quality Improvement Activity
- Clinical Practice / Case Studies / Service Delivery

**Abstract submissions are due by 5pm, Friday January 31<sup>st</sup>, 2014.**

### Abstract Submission Information

The following has been compiled to assist you in preparing your abstract.

- The review process is anonymous and is conducted by a team lead by a credentialed diabetes educator.
- A condition of acceptance is that one author is an ADEA member and at least one author is registered to attend the ADEA WA State Conference 2014.
- Abstracts must be submitted in English.
- Abstracts must be original compositions.
- Abstracts are to be submitted by email and ready for printing. There is no editing or proof reading process by the ADEA WA State Conference Committee. Reproduction in the conference proceedings will be as sent to the ADEA WA State Conference Organising Committee.
- Two (2) copies to be emailed as per submission format requirements outlined below.
- Abstract Submission Application and abstracts are to be sent via email as a Word document attachment to Fiona Collins onrun@activ8.net.au. Please insert **2014 ADEA WA State Conference\_Abstract Submission** in the subject line.
- Scientific papers should include Background, Aims, Methodology, Results, and Conclusion.

### Submission format requirements:

Word count:	300
Title:	14pt <b>BOLD CAPITALS</b>
Author(s):	Surname, Initials. Presenters name to be <u>underlined</u> Authors details to be followed by place of work in <i>italics</i>  Eg. McDonald, J., <sup>1</sup> Mason, C., <sup>2</sup> & Smith, H. <sup>1</sup> <sup>1</sup> Bunbury Regional Hospital, WA. <sup>2</sup> Fremantle Hospital, WA.
Font:	Arial
Font size:	12
Margins:	All – 2.5cm
Spacing:	Single spacing with one blank line between the author(s) and the text
Presentation categories:	One must be nominated as per categories outlined above and in submission application form
Submission:	Two(2) copies One copy with the author(s) name (for publication) and one copy with the author(s) information removed (forwarded to the abstract review panel)
Abbreviations:	Full terminology must be written at first mention followed by abbreviation placed in parenthesis after the text
References:	Cited in the text should be listed at the foot of the abstract. Separate the reference from the main text by leaving one black line. Do not indent.
Tables and figures:	Permitted within the allocated space, in grayscale (as they are not printed in colour), with a resolution in order of 200dpi

**Abstracts will be assessed using the following criteria score:**

<b>Criteria</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Originality</b>	Repetitive	Pedestrian	Original	Revolutionary
<b>Interest and relevance to members</b>	Not relevant	Some interest	Interesting and relevant	Important and exciting
<b>Aims and methods</b>	Absent	Vague	Clear	Detailed and appropriate
<b>Results</b>	Nil	Vague	Clear	Detailed and carefully analysed
<b>Conclusion</b>	Will be discussed	Vague	Clear	Related to aims, exciting and clear

**Abstracts must score 6/10 to be accepted for presentation.**