# 2024 Abstract Guidelines

## *Read Before Submitting Your Abstract*

**Deadlines:**
- Abstract submissions due: **Friday, April 26, 2024**.
- Notification of accepted poster abstracts: **Friday, May 17, 2024**.
- Final poster for all accepted submissions must be sent in PowerPoint by: **Monday, July 15, 2024**.

**Abstracts Will Represent Innovative Ideas within the Following Categories:**
- **Nursing Leadership**
  Abstracts in this category may showcase innovative approaches, best practices, and research findings related to leadership within the nursing profession. The focus of this category is various aspects of nursing leadership including, but not limited to, transformational leadership, effective communication, leading through change, resilience and well-being, and implementation of new systems.
- **Quality and Safety**
  Abstracts in this category may explore research findings and strategies aimed at enhancing the quality, safety, and effectiveness of healthcare delivery. The focus of this category includes a wide range of topics related to quality improvement, patient safety, and risk management including, but not limited to, quality improvement initiatives, patient safety strategies, methodologies for measuring and monitoring healthcare quality and safety metrics, examination of the impact of healthcare policies, regulations, and accreditation standards on quality and safety outcomes, and strategies for aligning organizational practices with regulatory requirements.
- **Education and Innovation**
  Abstracts in this category may explore novel approaches, best practices, and research findings related to healthcare education and innovation.  The focus of this category encompasses a broad range of topics including, but not limited to, innovated instructional methods and technologies, professional development, assessment methods, collaboration initiatives, and creative approaches to patient and system-focused programs.

**Required Information in Oxford Abstracts:**
- All authors and co-authors with credentials and institutions.
- Title – Represents the primary concept and content of the abstract. It should be clear and concise.
- Abstract description requirements (and criteria for grading):
  - 300 words or less; 11pt Arial font
  - Relevance to nurse leaders.
  - Abstracts must include the following sections:

| Introduction and Background | A short summary of the study, problem, issue, or project with relevant background and contextual information. |
|---|---|
| Purpose | Provide a clear statement of the goal. |
| Methods | Provide a clear description of the manner in which the study, problem, issue, or project was addressed. State the context in which it was done and who participated, if applicable. Describe how it was executed and the criteria used to guide the analysis. What was the evaluation strategy? |
| Results | Report descriptive data (i.e. response rate, final pool of participants). Provide a brief description of the findings or lessons learned as a result of addressing the study, problem, issue, or project. |
| Conclusions | Interpret the results and state the implications/importance of the results. Provide specific recommendations related to the original study, problem, issue, or project. |

**Additional Details:**
- Good abstracts are easy to read, clear, and concise.
- When using abbreviations, spell out the word in full at the first mention, followed by the abbreviation in parentheses.
- Check accuracy of spelling, grammar, and punctuation. Ask a colleague to read it before submission.
- Any author may not be the first author on more than one submission.

**If Selected:**
- Financial Disclosure and the Gap Analysis/Education Table forms will need to be submitted. More details will follow.
- At least one author will register in full to attend the conference. All authors and any co-authors associated with the poster who attend the SWPONL Annual Conference are responsible for registration fees and all other expenses incurred.
- Your Poster will be shared on the conference app.
- Poster authors should be prepared for a one-hour poster session during the conference. A tabletop version of the poster will be provided by SWPONL.

**Helpful Hints for Preparing Your Poster:**
- We recommend designing your poster in PowerPoint with the slide size being "widescreen." Rectangle dimensions will look best on a computer screen and look best as a PDF print out.
- Check that the poster is readable when the PPT is put in "presenter mode"- have the poster take up the entire computer screen.
- If you cannot read the poster on your computer screen, the viewer cannot read it either.
- Another check – the poster text should be readable when you print the poster on a standard 8.5 X 11 sheet of paper with the poster taking up the whole page.

# Submit your Abstract Here in Oxford Abstracts