Abstract Submission Guidelines
Evidence-based Practice Projects

1. All abstracts must be submitted through the MNRS online submission site by no later than September 15, 2016 by 11:59pm.

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** competitive paper presentation and **one** competitive poster presentation. Note: symposia, (guaranteed or competitive), workshops, the Student Poster Session, and special sessions are not included in this limit. An individual can be listed as co-author for an unlimited number of presentations.

4. **Completed projects** are eligible for paper presentation.

5. **Projects in progress** are limited to poster presentations only.

6. The body of the abstract may not exceed 350 words and should be single-spaced.

7. The technical quality of your submission may influence a reviewer's scoring of your abstract, so please be sure to check for spelling and grammatical errors. MNRS will **NOT** edit abstracts.

8. Short titles and standard abbreviations are recommended. The title should be specific in addressing the key concepts in the project.

9. Avoid reference to institution names, locations, or funding sources in the body of the abstract.

10. Tables, graphs, and charts are permitted in abstracts within the 350 word count.

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: (Do not fill out the actual chart below.)

Objective: (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.				
OBJECTIVES	**CONTENT (Topics)**	**TIME FRAME**	**PRESENTER**	**TEACHING METHODS**
List learner's objective in behavioral terms (e.g. Describe, Discuss, Apply, Explain…)	Provide an outline of the content for the objective; it must be more than a restatement of the objective.	State the time frame for the objective	List the Faculty for the objective.	Describe the teaching methods, strategies, materials & resources for the objective
1.				

Criteria for Review of Evidence-based Practice Abstracts
The following criteria will be used to score abstracts for presentation:
- 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:
5 = Exceptional, 4 = Excellent, 3 = Good, 2 = Fair, 1 = Not Acceptable, 0 = Not Considered

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.
- Abstracts must include the following sections: Title, purpose, strength of evidence, implemented practice change, implementation strategies and stakeholders, evaluation methods, and results.

Poster Presentation
- Reports of completed evidence-based practice projects or evidence-based practice projects in progress may be presented as a poster.
- Abstracts must include the following sections: Title, purpose, strength of evidence, implemented practice change, implementation strategies and stakeholders, evaluation methods, and results (as applicable).

Poster Discussion Presentation (OPTIONAL)
- Poster Discussion sessions are made up of 8 – 10 poster presentations on a similar topic.
- Please indicate in the abstract submission form if you wish your abstract to be considered for presentation at a Poster Discussion session.
- Abstracts considered for Poster Discussion sessions include the same sections as abstracts for Poster presentations (see above).
- 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.