



## **Author Guidelines for conference abstracts for oral presentations and posters**

### **Scientific Committee**

The committee is responsible for managing the process of assessing abstracts and assigning them to either an oral presentation or a poster presentation. The scientific committee includes participants from universities and universities of applied sciences in Finland, Iceland, Norway and Sweden.

### **Peer Review Process**

The scientific committee will review the abstracts, organize them under themes and decide, first, whether the abstracts will be accepted and, second, whether they will be presented as an oral presentation or a poster presentation.

After the conference, oral presentations and poster presentations will be available on the conference website.

### **Guidelines for abstracts**

#### **Criteria for abstracts**

1. The abstracts may be about development projects or research projects. For abstract submissions, the size limit is 300 words excluding authors, title and references.
2. The abstracts should be structured using a title and background, aims, methods, results, discussion and conclusions sections.
3. All abstracts must be written in English.
4. Applications must be submitted no later than 22 April, 2013.
5. The deadline for late breaking abstract submission is 15 August, 2013.

**Keywords:** Add about four keywords or phrases in alphabetical order, separated by commas.

#### **Abstracts are solicited that fall under the following themes:**

- Medication education in the Nordic/Baltic countries
- Nurses' expanding role (e.g., in medication care and prescribing)
- The effectiveness of teaching and learning methods
- Learning environments (e.g. the use of ICT, distance pedagogy, cell phone apps)

#### **Abstract theme**

When submitting your abstract, please indicate the theme you believe your abstract would be best organized under.

## **Guidelines for oral presentations**

### **General Information**

Oral presentations are an important part of the conference programme. The time for an oral presentation will be 15-20 minutes. If you intend to use PowerPoint during your oral presentation, please send your PowerPoint presentation to [abstract.NFNE@hig.se](mailto:abstract.NFNE@hig.se) no later than 21 October, 2013.

### **Oral presentation suggestions**

Oral presentations should be as thought-provoking as possible. During the oral presentation, think about the message you are trying to convey and how it can be presented. Try to include illustrative examples where possible. The oral presentation time is only 15-20 minutes per person. Do not include too much information. It is preferable to give a short and pithy presentation, thus leaving time for questions and discussion.

## **Guidelines for Posters**

### **General Information**

Poster presentations are an important part of the conference programme. All posters will be presented as part of a poster exhibition based on the given themes outside the Valhall conference hall and other entrance areas connected to the conference. During conference registration, information will be provided indicating where each poster is to be set up.

We suggest that you be available periodically for questions concerning your poster during the lunch break. Please provide contact details on the poster and perhaps include a small photo of yourself. If you would like to distribute leaflets, notices, etc., you are free to do so, but we ask that all information be attached and confined to your poster area.

### **Poster Dimensions**

The preferred poster size is:

A0

83.0 x 115.4 cm

Please limit your poster size to a maximum of 1m wide x 2m high.

### **Poster presentation suggestions**

Posters should be as visually interesting as possible. Think about the message you are trying to convey and how it can be presented. Try to include illustrative examples where possible. Do not include too much information. It is preferable to give a short and pithy presentation.

**Flowchart for abstracts, oral presentations and poster presentations with associated deadlines**

