Creating, Developing and Writing Impressive Abstracts for the Dynamics of Critical Care Conference™

Ingrid Daley,
RN, BScN, MScN, CNCC(C)

Karen Dryden-Palmer,
RN, BSN, MN, PhD (C)

Eugene E. Mondor,
RN, BScN, MN, CNCC(C)
WELCOME

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IMPRESSIVE ABSTRACTS for the
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CALGARY, ALBERTA– September 2018

DISCLOSURES
Two speakers are members of the
Dynamics of Critical Care™ Conference Education & Evaluation Committee
As members of the Conference Education & Evaluation Committee

WE ARE ALL A BIT NERDY!
Our Session

PURPOSE / GOALS / OUTCOMES

• PURPOSE / GOALS
  – To support delegates to prepare and submit an exceptional abstract to Dynamics of Critical Care Conference™

• LEARNING OUTCOMES
  – Participants will understand the key components and quality criteria of successful abstract submissions
  – Participants will explore approaches to creating interesting titles, develop purpose statements and craft meaningful learning objectives to reflect their session idea(s)
On behalf of the Conference Education & Evaluation Committee

WELCOME to DYNAMICS!
Dynamics of Critical Care Conference™
OUR REVISED LOOK

• We are still DYNAMICS!

• 2nd Year of New Conference Days
  – Monday, Tuesday and Wednesday

• Program Structure
  – Stronger emphasis on clinical topics
  – Sessions of different lengths

• New Abstract Submission Process revised for 2017 Dynamics Conference!
Support CACCN member contribution to educational programming

- Enhance variety of sessions / session topics
- Clinically focused, pragmatic ‘take homes’
- Build choice and variety in type and intensity of sessions
- Support member skill development
Describe what re-imagining is
Call FOR ABSTRACTS
Abstracts

• 2 kinds of sessions that require abstracts submission for the conference
  • Oral sessions
  • Poster sessions

This presentation will focus on abstracts for Oral Sessions
Oral Abstract Requirements

• Fast & Focused
• Concurrent
• Mastery
• Poster Presentations are sponsored by Vendor
<table>
<thead>
<tr>
<th>SESSONS</th>
<th>LENGTH OF SESSION</th>
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<tbody>
<tr>
<td>Fast and Focused</td>
<td>45 minutes</td>
</tr>
<tr>
<td>Well defined, singular topic</td>
<td>35 minute; 10 minute question period</td>
</tr>
<tr>
<td>Concurrent</td>
<td>60 minutes</td>
</tr>
<tr>
<td>Traditional, with brief time for questions</td>
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<tr>
<td>Concurrent</td>
<td>75 minutes</td>
</tr>
<tr>
<td>More in-depth examination of a topic(s)</td>
<td>10 minute question period</td>
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<tr>
<td>Mastery Session</td>
<td>120 minutes</td>
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<tr>
<td>In-depth, detailed exploration of Critical Care topic(s)</td>
<td>One 15 minute break</td>
</tr>
<tr>
<td>Minimum 10 minute question period</td>
<td></td>
</tr>
<tr>
<td>LEARNING LEVELS</td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>NOVICE</strong></td>
<td>Limited exposure to the topic area(s)</td>
</tr>
<tr>
<td></td>
<td>Fundamental principles and basic concepts</td>
</tr>
<tr>
<td><strong>INTERMEDIATE</strong></td>
<td>For delegates with a solid understanding of the topic area(s)</td>
</tr>
<tr>
<td></td>
<td>Builds on fundamental knowledge, skill, and introduces more</td>
</tr>
<tr>
<td></td>
<td>advanced concepts</td>
</tr>
<tr>
<td><strong>PROFICIENT</strong></td>
<td>For delegates with consolidated theoretical and practical</td>
</tr>
<tr>
<td></td>
<td>knowledge and skills in the topic area(s)</td>
</tr>
<tr>
<td></td>
<td>Advanced concepts and complex application of knowledge</td>
</tr>
<tr>
<td><strong>ALL</strong></td>
<td>Content applicable to all conference delegates</td>
</tr>
</tbody>
</table>
Creating, Developing and Writing Impressive Abstracts for the Dynamics of Critical Care Conference™
“Step-by-Step” Process

IMPRESSIVE ABSTRACTS

- Choose Topic / Population of Focus
- Purpose of Session / Goals
- Learning Outcomes / Objectives
- Session Description
- Title, Choice of Language
- Session Type
- Learning Level
- Audience Pre-Requisites
- References
From the Educational Program Planning Committee

GETTING STARTED

• PICK YOUR TOPIC
  – Something that you may or may not be familiar with
  – Something that you enjoy talking about
  – Something that you may want to learn something more about
  – Something others will be interested in

How many times have you asked yourself, “HOW DOES THIS WORK?”
What Might You Want to Present?

TYPES OF TOPICS

CLINICAL TOPICS

- Central Nervous System
- Cardiovascular
- Respiratory
- Gastrointestinal
- Renal
- Sepsis
- Multisystem
- Specific Health / Critical Illness Experiences
What Might You Want to Present?

OTHER IDEAS FOR TOPICS

- Patient Education Initiatives
- New Equipment / Procedures
- Ethics
- Leadership
- Interprofessional Practice
- Professional Advocacy
- Case studies
- Relational
- Research / Quality Improvement
“If it’s important and interesting to you, it will be important and interesting to others”
Take a minute or two, and think about a topic you might like to present at a future Dynamics. Write down the name of your topic.
Once you have selected your topic …

INVESTIGATE the EVIDENCE
Thinking about Your Presentation

DEVELOPING THE PURPOSE

• Once you have your topic, ask yourself: “What exactly would I like to talk about?”

• This is the most important information that you will convey about your topic in a clear, and concise statement

• HELPFUL HINTS
  – No more than one or two sentences
  – Bullets help
  – This statement should provide an overall summary of your key message(s)
Thinking about Your Presentation

DEVELOPING THE OBJECTIVES

• Once you have your topic, ask yourself: “What exactly would I like the audience to know at the end of my presentation?”

• This will also help you narrow in on the focus of your presentation
  – “At the end of this session …”

• HELPFUL HINTS
  – No more than one sentence per objective
  – May be written prior to or after session description
Thinking about Your Presentation

WRITING YOUR OUTLINE

• Think about the specific components of your proposed session
  – How much content do you **NEED** to cover?
  – How much content **SHOULD** you cover?

• **HELPFUL HINTS**
  – We suggest writing down an **OUTLINE**
  – Use point form
  – Introduction, summary, conclusion
  – Identify key content (3-5 items, can be sub-items)
Putting Your Thoughts Down on Paper

SYNOPSIS

- A brief, well-written paragraph

- WHAT TO INCLUDE
  - State the purpose
  - Identify the key topics and subtopics
  - How your presentation is relevant for the intended audience

- Can help you “visualize” the information you are wanting to present
  - May assist with identifying how you will present it
After the Purpose and Session Description are Written …

REVIEW AFTER A FEW DAYS
Thinking About Your Presentation

HOW MUCH TIME WILL YOU NEED?
Submitting Your Abstract to Dynamics

ABSTRACT PORTAL

• Open for a specified period of time

• You will be able to return at any time to update your submission, but only while the abstract submission period is open

• HELPFUL HINT
  – Create your abstract on a Word document
    – Easier to paste a polished document into the system
  – Have a friend proofread your abstract prior to formal submission
Developing Impressive Abstracts

CACCN SUBMISSION PROCESS

• NEW! CHANGES TO PORTAL
  – Layout simplified (can cut and paste!)
  – Character (not Word) Limits on Key Areas
    – Title, purpose/goals, learning outcomes, and session description
  – References: No more than three
    – Current, evidence-informed, best practice

• Down-loadable guidelines to help answer questions and facilitate submission process
Submitting Your Abstract to Dynamics

MAKE YOUR ABSTRACT IMPRESSIVE!
Submitting Your Abstract to Dynamics

**ABSTRACT TITLE**

- **Maximum:** 100 Characters (including spaces)

- **HELPFUL HINTS**
  - *This is the main title of your presentation*
  - *Use key words that will help delegates immediately identify what you are talking about*
  - *We encourage clarity, conciseness, and creativity*
Submitting Your Abstract to Dynamics

SUBMIT in ENGLISH or FRENCH
Submitting Your Abstract to Dynamics

LEARNING LEVEL

Help delegates choose presentations that can best facilitate achieving their individual learning objectives

Learning Levels Assigned for Delegate Information Only

Delegates can attend ANY SESSION
Developing Impressive Abstracts

PRE-REQUISITES / AGE GROUPS

• PRE-REQUISITE: Helpful, but **NOT** mandatory
  – Delegates may choose to attend (at their discretion) any session, any level of session, or any session with identified pre-requisites

• AGE SPECIFIC POPULATION
  – Neonatal
  – Paediatric
  – Adult
  – Progressive Care
  – All Ages
REFERENCES

• All references to be provided in APA 6th edition format

• Suggestions for References
  – Current articles (within last 5 years)
  – Articles relevant to the topic
  – Sentinel, classic papers acceptable

• No more than 3 references!
Developing Impressive Abstracts

CACCN REVIEW PROCESS

• Begins in early February

• WHAT YOU NEED TO KNOW
  – Abstracts are **BLINDED**
  – Conference Education & Evaluation Committee Members who have submitted abstracts do **NOT** review or score their own abstract
  – Abstracts are **SCORED** using a pre-developed scoring rubric***

• Notification of Acceptance: End of March
Developing Impressive Abstracts

COMMON MISTAKES

• TITLE: Lack of Clarity
  – Unable to determine what session is about

• PURPOSE: Too General
  – Confusing; lacks focus

• LEARNING OUTCOMES
  – Do NOT match purpose or session description
  – Not achievable in time frame
Developing Impressive Abstracts

COMMON MISTAKES

• SESSION DESCRIPTION
  – **Introduction:** Too much background info
  – **Purpose:** Not been restated
  – **Key Content**
    – *Content omitted (based on the objectives), different from objectives, or, too much content*
  – **Writing Style:** Paraphrasing
    – *E.g.: “… 40% AKI in hospital *(Jones, 2014)*.”*
  – **Identifying Information:** Is in the Abstract!
Information is Missing and/or Incomplete

ADHERE TO CHARACTER COUNTS
Developing Impressive Abstracts

SUMMARY

• Select: Topic
• Complete: Literature Review
• Identify: Purpose
• Write: Session Description
• Develop: Learning Outcomes
• Ask: For Abstract Review
• Submit: Before the Deadline!
ANY QUESTIONS?
Wishing You All the Best in Abstract Submission
THANK YOU and ENJOY DYNAMICS!