Call for abstracts and submission guidance

Abstracts are invited for:
- Theme paper presentations
- Symposium presentations
- Poster presentations
- Poster+ presentations

Abstracts should be submitted online via: https://advance-he.onlinesurveys.ac.uk/net20conf by midnight on Friday 21 February 2020.

Please note that when preparing your abstract submission, you will be asked to complete detailed sections relating to a number of questions specific to your abstract type. In total, theme paper and symposium abstracts should be no more than 600 words in length, with poster abstracts no more than 300 words in length.

Theme paper abstracts
Abstracts for theme papers should be submitted under one of three categories: research, innovation or issues for debate.

Research presentations
Research papers should focus on the education of healthcare professionals and have implications for learning, teaching or assessment. They provide an opportunity to present a fully completed study, a completed phase of a study or a systematic review. Abstracts should acknowledge the international relevance of the research and its impact on healthcare education practice in higher education (HE). A study, or phase of a study, must be complete with the data available and analysed by the time of presentation at the beginning of September 2020.

Innovation presentations
Innovation papers are intended as an opportunity to present educational innovations/developments that have been implemented in one or a small number of sites and their contribution and value evaluated. These papers are intended to trigger debate about how small-scale innovations may be useful in other settings. They may include reports of innovations in clinical practice, together with the implications for educational development and change.

Issues for debate
Papers presented in this category offer an opportunity to present a scholarly, conceptual, evidence-based, reflective perspective on a contemporary educational issue. Papers in this category should be well referenced, tightly structured and robustly argued. They should be designed to stimulate debate about the key issue(s) raised.

Theme paper abstracts should relate to one of this year’s overarching conference themes:
- Educational enhancement;
- Learning, teaching and assessment strategies;
- Key challenges in healthcare education; and
- Student experience, engagement and achievement.

A description of each theme is outlined below.
1. **Educational enhancement**
All healthcare educators are expected to generate fresh ideas and any enhancement needs to be embedded in the curriculum. Papers should include the context of the enhancement, evidence to support the enhancement and address novel approaches to learning and teaching. Sub-themes within this area could include, but are not limited to:

- **Humanising healthcare education**: Exploring issues relating to the preparation of healthcare professionals. How can learning and teaching promote critical thinking and meaningful debate and dialogue? Papers should demonstrate ways in which education can enhance understanding of ‘what it means to be human’ and of compassionate and person-centred care.

- **Assessing the impact of pre- and post-registration learning on clinical practice**: Exploring issues of impact and reach and how we improve educational outcomes, student experience and student success in clinical practice. Papers should include evidence of impact and the evaluation methods undertaken.

- **Partnership working**: Working in partnership permeates health and social care policy, particularly in healthcare education with partnerships between education and service providers. How do we do this effectively? How do we encourage co-creation? Papers should explore experience, impact and outcomes of partnership working and include evaluation data wherever possible.

2. **Learning, teaching and assessment strategies**
This theme is concerned with the shift from teaching to the facilitation of learning and papers should explore the most effective strategies in healthcare education, particularly at a time of rapid change and economic constraint. Sub-themes within this area could include, but are not limited to:

- **Evidence-based learning, teaching and assessment**: Focusing on innovative practices that have demonstrable positive outcomes on student learning. Papers should include evidence of evaluation and impact and how initiatives can be adapted across other healthcare professions.

- **Interprofessional learning and working**: Identifying initiatives that demonstrate multi-professional developments in health and social care. Papers should provide evidence of critical understanding of interprofessional learning and the analysis of relevant research and existing models of practice.

- **Education in clinical practice and practice development**: Innovative practice and research in practice education and in practice development are at the heart of this sub-theme. Papers should explore the challenges of linking practice with theory and how best to apply knowledge in the practice setting.

- **Technology enhanced learning**: Focusing on the use of technology to enhance students’ learning experience, topics could include but are not limited to: using simulation to enhance learning; the rise of virtual reality and how we are preparing students for the rapid evolution of this technology; effective use of e-learning/blended learning; and using social media to facilitate learning. Papers should demonstrate how initiatives contribute to effective and innovative education and service development.

3. **Key challenges in healthcare education**
This theme explores the current and future challenges facing our professions and papers should offer solutions to address them. Sub-themes within this area could include, but are not limited to:

- **Global challenges in healthcare education**: Examining the experiences of working and delivering educational programmes across countries and continents, including evaluation of the cultural impact, any key insights, benefits and challenges.

- **Developing the future healthcare education workforce**: How can we best support and develop healthcare educators? What is the place of identity, integrity and reflective practice in a context where learning and teaching, research and student experience can exert conflicting demands?
- **Social, economic and policy drivers in healthcare education**: How does current policy influence local structures and practices and how can healthcare educators respond?

4. **Student experience, engagement and achievement**

Papers in this theme must place the student at the centre of the debate. Research evidence relating to the student experience should be included wherever possible. Sub-themes within this area could include, but are not limited to:

- **Inclusivity in healthcare education**: Exploring learning and teaching practices and initiatives that address the equality, diversity and inclusivity agenda. How can we best support under-represented and diverse groups, and ensure equity in all our learning and teaching?
- **Widening participation**: Debating issues of access to healthcare education. How do we ensure that everyone is provided the best opportunity for learning, regardless of background, financial status, geographical access to education, or childcare commitments? How do we ensure we recruit the right people into healthcare education?
- **Student support and wellbeing**: Identifying methods to address the specific needs of 21st-Century students. How to we fulfil student expectations? How do we prepare our students for graduate practice? Are students satisfied with the support they receive?
- **Retention and success in healthcare education**: Identifying methods to address the distinct challenges of this area across all healthcare professions. How do we better enable student success; effectively use student data, and improve engagement and support? How do we best integrate student support services and teaching practice? How do we balance mainstream support with targeted support?

Theme papers will be allocated a 25-minute slot within a theme group. Presentations should last no more than 20 minutes, allowing 5 minutes for questions and discussion.

All theme paper abstracts should:
- demonstrate academic rigour and scholarship;
- provide evidence of understanding current issues and relevant debates;
- consider transferability to a variety of settings and healthcare professions;
- include clear implications for healthcare education tomorrow;
- address the interests of an international healthcare audience.

Abstracts must:
- be submitted under one of the three categories: research, innovation or issues for debate;
- be relevant to the selected theme;
- adhere to assigned word limits (excluding references);
- be written in English;
- be free from jargon or ‘shorthand’ and any abbreviations used should be spelled out in full;
- include full references, using the Harvard referencing style;
- include up to five key words that will enable reviewers to confirm the fit to your chosen theme;
- list three bullet points that indicate how your work contributes to knowledge development in the selected theme.

**Symposium abstracts**

Symposia presentations **do not need** to be linked to any of the conference themes.

A symposium provides an opportunity to explore a leading-edge topic that may or may not be addressed by the conference themes. A symposium should typically consist of three or four papers with a shared focus. Each symposium will be allocated 90 minutes, to include at least 25 minutes for debate and discussion.
Your symposium title should give a clear indication of the subject matter and also be appealing – the symposia are presented concurrently so delegates have to choose which to attend.

Symposium abstracts should:
- demonstrate academic rigour and scholarship;
- provide evidence of understanding current research and relevant debates;
- consider transferability to a variety of settings and healthcare professions;
- include clear implications for healthcare education tomorrow;
- address the interests of an international healthcare audience.

Symposium abstracts must:
- include an outline and objectives for the proposed symposium;
- itemise the individual papers and their author(s);
- clearly demonstrate how the papers link together;
- adhere to assigned word limits (excluding references);
- be written in English;
- be free from jargon or ‘shorthand’ and any abbreviations should be spelt out in full;
- include full references, using the Harvard referencing style.

Posters
For our 2020 conference, we are offering two opportunities to present posters:
- **Poster presentations** – where professionally printed posters will be placed on display, with presenters informally discussing their posters with delegates during scheduled viewing times (detailed guidance below).
- **Poster+ presentations** – where presenters will be expected to prepare a professionally printed poster for display in the main exhibition area, **plus** a 5-minute presentation about their poster, to be delivered within a theme strand. A poster+ presentation must, therefore, be related to one of the four, overarching conference themes. The presentation should include three headline points from your poster (detailed guidance below).

Tips and guidance on preparing an academic poster can be found on the Advance HE website at: https://www.advance-he.ac.uk/sites/default/files/2019-05/Tips-and-guidance-on-preparing-an-academic-poster-FINAL.pdf

Poster presentation abstracts
Posters must address topical and innovative issues relating to the future of healthcare education but they **do not need** to relate to the conference themes. They also allow you to present preliminary findings of a project/study that may not yet be complete. Posters may include reports of clinical practice developments, provided they include implications for educational development and change. Posters will be displayed for viewing throughout the conference, and specific poster viewing sessions will be scheduled into the programme. Presenters should be stationed by their poster during these times to talk **informally** about their poster to interested delegates and to answer questions.

Poster presentation abstracts must:
- make the focus of the poster clear;
- where relevant, identify research approaches and include any formal evaluation;
- address an issue in healthcare education, not necessarily one of the conference themes;
- consider transferability to a variety of settings and healthcare professions;
- include clear implications for healthcare education tomorrow;
- address the interests of an international healthcare audience;
- adhere to assigned word limits (excluding references);
Poster+ presentation abstracts

Poster+ presentation abstracts must relate to one of this year’s overarching conference themes:
- Educational enhancement;
- Learning, teaching and assessment strategies;
- Key challenges in healthcare education; or
- Student experience, engagement and achievement.

Poster+ abstracts should address topical and innovative issues relating to the future of healthcare education and demonstrate relevance to the selected theme. They allow you to present preliminary findings of a project/study that may not yet be complete. Posters may include reports of clinical practice developments, provided they include clear implications for educational development and change. Posters will be displayed for viewing throughout the conference, and specific poster viewing sessions will be scheduled into the programme. Presenters should be stationed by their poster during these times to talk informally about their poster to interested delegates and be prepared to answer questions.

In addition to this, presenters should prepare a 5-minute presentation (which could utilise PowerPoint or similar), focusing on three headline points from your poster. This will be scheduled, together with three minutes for discussion, into a relevant theme session and delivered alongside 20-minute theme presentations, and presenters will be expected to contribute to the ensuing extended discussion around the theme.

Poster+ presentation abstracts must:
- make the focus of the poster clear;
- where relevant, identify research approaches and include any formal evaluation undertaken;
- address an issue in healthcare education;
- consider transferability to a variety of settings and healthcare professions;
- include clear implications for healthcare education tomorrow;
- address the interests of an international, multidisciplinary healthcare audience;
- adhere to assigned word limit (excluding references);
- be relevant to the selected theme;
- be written in English;
- be free from jargon or ‘shorthand’ and any abbreviations should be spelt out in full;
- include full references, using the Harvard referencing style.

Submission guidelines

Submissions should be made online via the following link: https://advance-he.onlinesurveys.ac.uk/net20conf

Deadline for submission: midnight Friday 21 February 2020

The following provides an outline of the information required in your submission.

Contact details

Please include details for the main presenter (who will also be the main person for correspondence), as well as contact details for all contributors who intend to co-present at the conference. Short biographies for each presenter should be provided which will be added to the conference app and made available for all conference delegates to view. Biographies should be no longer than 100 words and should be written in the third-person singular.
Pre-registration students/undergraduate students
If you are a pre-registration student or an undergraduate student you may be eligible for the Andrew McKee Prize. If you are a pre-registration student or undergraduate student and have prepared and submitted an abstract by yourself (or with a group of other students), please select ‘Yes’.

First-time presenters
If this is your first time presenting a paper at any conference (not just at a previous NET conference), please select ‘Yes’. If you lead the session, present the paper and respond to the questions at the end of the session, you may be eligible for the Best First-Time Presenter Prize.

Session title
Please give your session a name that describes your session concisely and attractively to conference delegates. On request, the title of your session can be changed ahead of publishing the programme but, typically, this title will be used in the programme and all publicity of your session online or on the conference app.

Abstract authors
Please list all authors of your abstract, even if they cannot attend the conference to present. Please include job titles and institutions.

Promotional abstract
This abstract will be used for publicity purposes to promote your session via the Advance HE website, Connect site, Twitter and the conference app. This should set out the aims and objectives of the session and be written in full sentences in a way that will attract delegates to your session. This should be no longer than 100 words.

Type of abstract
Please indicate the abstract type. Either a theme paper, poster presentation, poster+ presentation or a symposium. The subsequent sections ask questions relevant to each abstract type.

Theme paper
Conference theme
Please select the theme to which your paper most closely aligns. Papers will be grouped into these themes within sessions to showcase complementary work and to allow for deeper, more engaging discussion with an audience interested in that specific area of work. Please select only one option from the list of themes:
- Educational enhancement;
- Learning, teaching and assessment strategies;
- Key challenges in healthcare education;
- Student experience, engagement and achievement.

Category of abstract
Please select one category of abstract from:
- Research paper
- Innovation paper
- Issues for debate paper

Submission details
The following sections are structured to ensure parity of submissions and to assist the review process. These vary between category types, and may include: background; key concepts; international relevance; evidence base; literature; aims; research methodology; implementation; ethical considerations; evaluation; knowledge development; key findings and recommendations. Please complete all sections on this page. Each section has a stated maximum word count that
should not be exceeded, but that also provides an indication of the expected length required. In total this section should not exceed 600 words. Please do not include references in this section. A separate section for references appears later in the submission form.

**Poster presentations**

**Submission details**
The following sections are structured to ensure parity of submissions and to assist the review process. These include: focus/theme/issues addressed; research approaches; evaluation; and implications for healthcare education. Please complete all sections on this page. Each section has a stated maximum word count that should not be exceeded, but that also provides an indication of the expected length required. In total this section should not exceed 300 words.

Please do not include references in this section. A separate section for references appears later in the submission form.

**Poster presentations**

**Conference theme**
Please select the theme to which your poster aligns. Posters will be grouped into themes to showcase complementary work and to allow for deeper, more engaging discussion with an audience interested in that specific area of work. Please select only one option from the list of themes:
- Educational enhancement;
- Learning, teaching and assessment strategies;
- Key challenges in healthcare education;
- Student experience, engagement and achievement.

**Submission details**
The following sections are structured to ensure parity of submissions and to assist the review process. These include: focus/theme/issues addressed; research approaches; evaluation; and implications for healthcare education. Please complete all sections on this page. Each section has a stated maximum word count that should not be exceeded, but that also provides an indication of the expected length required. In total this section should not exceed 300 words.

Please do not include references in this section. A separate section for references appears later in the submission form.

**Symposia**

**Submission details**
The following sections are structured to ensure parity of submissions and to assist the review process. These include: outline; intended outcomes; and links/synergies between papers. Please complete all sections on this page. Each section has a stated maximum word count that should not be exceeded, but that also provides an indication of the expected length required. In total this section should not exceed 600 words. Please do not include references in this section. A separate section for references appears later in the submission form.

Please list the title of the paper and author(s) of each of the papers (a minimum of three and maximum of four) that you intend to present during the symposium.

**References**
Please include only references for publications cited in the body of your abstract. References should be listed alphabetically by author, using the Harvard style of referencing.

**Keywords**
Please provide up to five keywords that best apply to your abstract.
Additional equipment
As standard, all rooms will be supplied with a Windows laptop, a projector, screen, a flip chart, pens, post-it notes and a variety of other stationery. If you require any further equipment, please specify this here.

For presenters who wish to bring their own laptops, standard adapter cables (VGA and HDMI) will be available. Wherever possible, presenters wishing to use a Mac laptop or a MacBook should bring an appropriate adapter with them to connect to the projector cables.

Additional requirements
If you anticipate having any additional requirements when attending the conference, please make us aware of these here. This may include accessibility, access or other additional requirements that will enable you to attend and present your session.

Conditions
In submitting a proposal for the NET Conference, please be aware that you are agreeing to the following:

- attend the conference in person for a minimum of one day to present your session should it be accepted into the conference programme (alternative virtual solutions will be considered if accessibility/access requirements prevent/impede attendance). Please note, presenter places are not free of charge, but are offered at a discounted rate;
- the collection and storage of personal data, as outlined in Advance HE’s privacy policy;
- information about yourself, your co-presenters, your institution and your session details being promoted externally on the web-based conference programme;
- PowerPoints/PDFs from your session being posted after the conference on Advance HE’s website and Connect networking site;
- your session being photographed or videoed during the conference at Advance HE’s discretion;
- your and your co-presenters’ details (name, email address, institution, biography and Twitter name) being shared during the conference on Advance HE’s events app.

Please confirm that you accept these conditions, or select ‘other’ and provide an explanation for your reason.

Additional information
Please note, if your abstract is accepted for the conference, you and any co-presenters will be expected to register as paying delegates for the conference, for a minimum of one day (the day of your scheduled session). Presenters and co-presenters are eligible for a 10% discount on the standard delegate rate. Online bookings will open in March registration information will be available early in 2020.

Key dates
- **Friday 21 February 2020**: Closing date for submitting abstracts
- **March 2020**: Conference bookings open
- **Week commencing 23 March 2020**: Authors will be informed whether or not their abstracts have been accepted.
- **Week commencing 23 March 2020**: Time-limited 10% presenter discount offer opens.
- **Friday 17 April 2020**: Authors to confirm attendance at conference
- **Friday 15 May 2020**: Time-limited 10% presenter discount offer closes.
- **Friday 22 May 2020**: Deadline for all presenters to book their place at the conference

Presenter availability
The conference runs from 8–10 September 2020. Presenters will be made aware of the date and time of the session no later than the week commencing **23 March 2020**. Please ensure that you are
available to attend the conference on any of these dates until your scheduled slot is confirmed. The 10% time-limited presenter discount will open on this date and will remain open until 15 May 2020. Presenters booking onto the conference after this date will be charged the standard delegate fee.

Co-presenters and responsibilities
Please include all co-presenters on the submission form. Please note:

- **All presenters** listed on the form should attend the conference if the session is accepted, and each will be expected to register for the conference.
- If your session is accepted for the conference, lead presenters are required to **confirm that they accept** the offer to present. Please ensure that you have agreed with your department or line manager that funding (if required) for your place at the conference is available, **before** confirming your acceptance.
- All presenters, **including co-presenters**, need to have booked onto the conference by **22 May 2020**.
- It is the responsibility of the **lead presenter** to pass on all relevant details to any co-presenters, as correspondence in the first instance will be sent to the lead presenter only.
- It is the responsibility of the **lead presenter** to inform Advance HE at the earliest opportunity of any changes to the session title or content, or of any circumstances that prevent presenters attending the conference that could lead to the session being withdrawn.

Materials and handouts
Presenters are encouraged to provide handouts during sessions to support their presentations or workshops, but please note that Advance HE will not be able to print materials on your behalf, so, if required, these should be prepared in advance and brought with you to the conference.

Attendee numbers
As there is no obligation for delegates to sign up to specific sessions at the conference, we are unable to guarantee audience numbers at any session.

Accessibility
We will provide presenters with clear guidance on the accessibility of presentations and it is expected that all presenters will adhere to this guidance and also ensure that any presentations and handouts meet Advance HE’s accessibility requirements.

Privacy policy
All the information supplied on the submission forms will be stored by Advance HE in paper and/or electronic format for the purposes of administration of the conference. Additionally, except where stated otherwise, information supplied in submission forms may be published in the conference app, on the conference website and Advance HE blog pages.

For further information regarding Advance HE’s programmes and events privacy policy, please visit: [https://www.advance-he.ac.uk/programmes-events/privacy-policy](https://www.advance-he.ac.uk/programmes-events/privacy-policy)

By completing the submission form you are agreeing to your data being used in the above manner

Contact us
If you have any queries about the conference, please contact conference@advance-he.ac.uk

We look forward to welcoming you at NET2020.