



HYBRID EVENT



Australian
College of
Nursing

THE NATIONAL NURSING FORUM

*Regenerate, Reinvigorate, Reclaim
Sustainable solutions for our future*

14-16 AUGUST 2024
Cairns Convention Centre

ABSTRACT SUBMISSION GUIDELINES



GENERAL INFORMATION

BACKGROUND

As the national voice of the nursing profession, the Australian College of Nursing (ACN) is inviting Australian and international nurses, from all work settings, to submit an abstract for our signature event, The National Nursing Forum (NNF).

Presenting an abstract at Australia's peak annual nursing conference provides an invaluable opportunity to build your national profile and showcase your work.

THEME

At the 2023 National Nursing Forum the theme of 'Reflect, Replenish, Renew – a world of opportunities' was explored through the sub themes of Sustainability, Visionary, Possibilities (or Reimagined) and Extraordinary. In 2024 we will be exploring the theme of '**Regenerate, Reinvigorate, Reclaim – Sustainable solutions for our future**' in our keynote plenary sessions and throughout the forum.

INVITATION TO SUBMIT AN ABSTRACT

We invite undergraduates through to retired nurses to share their learnings, insights and stories and to submit an abstract for consideration as an oral presentation or poster in one of the four streams below:

1. **Community**
Creating lasting, positive impacts through local engagement, community-based health initiatives, and patient-centered care.
2. **Quality and Safety**
Showcasing the nurse's role in setting standards, implementing best practices, and regenerating solutions for safer patient outcomes and improved healthcare systems.
3. **Innovation**
Highlighting transformative practices, cutting-edge technologies, and novel approaches that reinvigorate health care and shape the future of nursing.
4. **Social Impact**
Examining nursing's influence on sustainability, addressing health inequities, and making a significant impact on diverse populations' wellbeing.

ACN welcomes the chance to nurture and promote new talent and encourages first time presenters. This is your opportunity to present on a national scale.

PREVIOUS ABSTRACT SUBMISSIONS

To assist you with your 2024 submission, you may wish to view previous successful abstracts.

The 2023 abstracts are available for viewing in the [2023 NNF eProgram](#).

KEY DATES

7 DECEMBER 2023
Abstract submissions open

[Submit your abstract via the online portal here.](#)

16 FEBRUARY 2024
Abstract submissions close

16 MARCH 2024
Abstract Review Committee recommendations due

3 MAY 2024
Authors notified of submission outcome

10 MAY 2024
Presenters to confirm acceptance

31 MAY 2024
Presenter registrations due



ABSTRACT SUBMISSION GUIDELINES

Abstracts must be submitted online by **Friday 16 February 2024**. No extensions or other means of submission will be considered.

1. All details must be completed to allow the automated system to process your submission.
2. The person submitting the abstract is the person who will receive all correspondence in relation to the abstract and is responsible for passing on information to co-authors and/or co-presenters and other parties.
3. You must indicate which Forum stream the abstract relates to.
4. You must include the requested information for any co-authors and/or co-presenters as their name will be included in the program if the submission is successful.
5. You must indicate which type of presentation is being proposed; oral or poster.
6. Authors must read and agree to the Terms and Conditions for your submission to be accepted for consideration.
7. If you are dependant on your employer paying for your attendance at the NNF 2024, please ensure you seek authorisation prior to submitting your abstract.
8. The abstract must be submitted as a text document only (graphs, tables, images etc will not be accepted).
9. The abstract must be structured to include a title, main institution/organisation which the research/paper can be attributed to and author/co-authors names.
10. Research based papers should be structured to include an introduction/purpose, methods, results and conclusions.
11. All other papers should be structured to include an introduction, main body and conclusion.
12. The abstract must be a maximum of **300** words in length, excluding the title, authors/co-authors and institution.
13. The main body of the abstract should **NOT** contain any author names or information.
14. The abstract must relate to the selected stream.
15. The content of the abstract must clearly reflect/link to the given title of the abstract.
16. The abstract title must be a maximum of **10** words in length.
17. The review process follows a weighted criteria and those submissions that do not adhered to **all guidelines**, will be penalised.



SUCCESSFUL ABSTRACTS

Successful abstracts will be published in the NNF eProgram which will be available on the ACN website.

SUCCESSFUL ORAL PRESENTATIONS

- Successful oral presentations must be delivered in-person at the NNF Venue in Cairns; no virtual presentations will be permitted.
- Abstract presentations will be 20 minutes, including five minutes for questions and discussion.
- The room will be equipped with a data projector, screen and laptop computer.
- Only presentations in PowerPoint will be supported.
- ACN is committed to continuous quality improvement and encourages presenters to ensure their presentation reflects the content of the abstract as we wish to provide our delegates with an exceptional experience. If your abstract is successful, please make sure that your presentation remains true to the content in the submitted abstract.

SUCCESSFUL POSTERS

- Should be to an academic research poster standard.
- Posters will be displayed for the duration of the NNF on display boards.
- Dedicated poster presentation sessions will be held on Thursday 15 August where the author(s) must be present to share their work and ideas and answer any questions.
- Four best poster prizes will be awarded in each of the Forum streams: Community, Quality and Safety, Innovation and Social Impact.
- Posters will be judged by Forum delegates.
- Posters must be displayed at the NNF to be eligible for voting and the prize.
- The successful author/co-authors must bring their poster with them and contact a member of the events team on day one of the Forum.

SELECTION PROCESS AND ACCEPTANCE NOTIFICATION

- The Abstract Review Committee will undertake a peer-review process to judge the abstracts.
- Abstracts will be reviewed on their contribution to nursing leadership, relevance to the NNF streams, adherence to the above submission guidelines, overall quality and abstract content link to given abstract title.
- Abstracts submitted for oral presentation may be offered a poster presentation at the discretion of the Abstract Review Committee.
- It is anticipated that the submitting author will be notified of their abstract submission outcome via email no later than Friday 3 May 2024.



TERMS AND CONDITIONS

In order to submit an abstract for NNF 2024, the abstract submitter/main author must agree to the following terms and conditions that will apply if the abstract is accepted for presentation.

- I agree should my abstract be accepted that my presentation will be delivered in person at the NNF venue in Cairns.
- I agree that I and any co-presenters will register for the NNF and pay the registration fee by Friday 31 May 2024, noting that we must also meet our own travel and accommodation costs.
- If my paper is selected as a poster, I agree that I or a co-author/co-presenter must be a registrant at the Forum for the abstract to appear in the program and to be displayed at the Forum.
- I give permission for my abstract to be published in the NNF program, live streamed and on the ACN website and social handles.
- I give permission for my abstract to be published in the NNF program and on the internet.
- I give permission for my provided biography and any co-presenters' biographies to be condensed at the discretion of the organising committee and to be provided to the session facilitator for introductory purposes.
- I give permission for a photographer to be present during my presentation and agree to these photos being used on the ACN website, in publications and on social media for promotional purposes.
- I understand that the allocation of the presentation day and time of successful oral abstracts is at the discretion of the organising committee.
- ACN may engage a videographer to film presentations throughout the NNF. If I do not want my presentation to be filmed, I will advise ACN via acn@aceo.net.au.
- I agree that my oral presentation will be live streamed and will be made available to registered delegates of the NNF.

FURTHER INFORMATION

For enquiries please contact Australian Conference & Event Organisers at acn@aceo.net.au or on **0432 651 588**.