

ESGENA Call for Abstracts

Participants wishing to submit abstracts for ESGENA Conference can do so **only in electronic format** by sending a **MS Word document** with their abstract by e-mail to: Ulrike Beilenhoff (Email: **UK-Beilenhoff@t-online.de**)

Deadline for ESGENA abstract submission: 30th May 2008

General Information on ESGENA Abstract Submission

Participants are invited to submit original scientific abstracts for oral or poster presentation. Authors have to conform to the following guidelines for abstract submission. **Those not conforming to the guidelines will not be considered for reviewing.**

- Abstracts must be submitted in English (British spelling) and must be presented in English.
- Use font that is easy to read such as Times Roman, Helvetica or Courier fonts.
- The abstract must not be more than 500 words long or must not fill more than one A4 page, using type in 12-point font.
- Abstracts will be reviewed by a panel of experts and may be selected for oral or poster presentations, or may be rejected. The time allotted for each oral presentation will be 10 minutes, followed by 5 minutes of question time.
- Notification of acceptance (for oral or poster presentation) or rejection by the Scientific Programme Committee will be e-mailed to the presenting author by 30th June 2008.
- Detailed information, guidelines and recommendations for oral or poster presentation, as well as day, time and room will be sent in due time to duly registered presenting authors.
- The presenting author of an accepted free paper or poster will receive a free registration to the ESGENA conference.
- Accepted abstracts will be published in the ESGENA Abstract Book and on the ESGENA website.

The abstract should be typed as follows:

- A brief title, which clearly states the nature of the investigation, with the entire title in capital letters
- Abbreviations should, if possible, be avoided in the title, but may be used in the text if they are defined on the first usage
- The authors' names (full first name, surname) and the institution (hospital, university, organization, city and country, e-mail and fax number) where the research was carried out, with the name of the presenting author underlined
- Type in the top section of the abstract the title of the paper in capital letters
- Use single line spacing
- Do not leave blank lines between paragraphs
- Indent three spaces on the first line of each paragraph
- Include tables if necessary
- The abstract should be as informative as possible:
 - State specific objective of the study
 - State method used, if pertinent
 - Summarise results obtained
 - State conclusions reached
- Statements such as „results will be discussed “ or „data /information will be presented “ cannot be accepted

- Please ensure that your abstracts do not contain any spelling, grammar or scientific errors, as it will be reproduced exactly as submitted
- The abstract should have a nursing relevant content and should add to existing knowledge.
- The abstract should have a minimum of 2 relevant References
- The abstract should state 2 things the delegates could learn from your presentation

CHECKLIST FOR ABSTRACTS: *As many of you have asked for guidelines regarding abstract submission we thought that you might find this checklist useful to see if you have complied with the requirements. **Abstracts not conforming to the guidelines will not be considered for reviewing.***

ABSTRACT SECTIONS	Checked
TITLE , which clearly states the nature of the investigation,	
AUTHORS' names (full first name, surname)	
INSTITUTION (hospital, university, organization, city and country, e-mail and fax number)	
INTRODUCTION (what is already known, what needs further study)	
AIM/OBJECTIVE	
METHOD used	
RESULTS / Findings	
SUMMARY of Results/Findings	
CONCLUSION(S) reached (what has been learned)	
REFERENCES (minimum 2)	
LEARNING OUTCOMES (2 things you would like the reader to learn from your presentation)	
FORMATTING etc	
Title in CAPITAL LETTERS	
Abbreviations should, if possible, be avoided in the title, but may be used in the text <i>if they are defined on the first usage</i>	
Presenting author <u>underlined</u>	
Single Line Spaced	
Abstracts must be submitted in English (British spelling) and checked for spelling errors	
Use 12 point Font e.g. Times Roman,	
500 words – max. one A4 page	
The abstract should have a NURSING RELEVANT CONTENT and should add to existing knowledge.	