NOTC 2017 – Abstract Submission Template

|  |  |
| --- | --- |
| TITLE | The title should be as brief as possible. Do not use any abbreviations or acronyms. The title will be published as submitted. |
| PRESENTING AUTHOR/S | Max of 2 presenting authors.  Names as stated in passport.  If there are 2 names, they should be listed in the same line, separated by “ and ”. |
| INSTITUTION | Organisation names of the presenting authors.  If there are 2 names, they should be listed in the same line, separated by “ and “. |

|  |  |
| --- | --- |
| INTRODUCTION / RATIONALE |  |
| OBJECTIVES | State the objective(s), context and importance of the study/project. |
| METHODS | Describe the method(s), study design, setting, population and analysis process. |
| RESULTS | Describe the results in sufficient detail to support the conclusion. |
| CONCLUSIONS | State the implications of the findings for clinical practice, education, research, service or policy. |

|  |  |  |
| --- | --- | --- |
| CO-AUTHORS | Co-Author’s name as stated in passport | Co-Author’s organization name. |
|  | Add more rows if there are more authors. |  |

**Abstract Submission Guidelines & Instructions**

**Practice Area**  
Choose the practice area that best fits your abstract.

* Children and Youth
* Older Adults
* Health and Wellness
* Mental Health
* Rehabilitation, Disability and Participation
* Work and Industry
* Education and Professional Development
* Assistive Technology
* Quality and Service Improvement

**Abstract Content (Maximum 250 words)**

* All abstracts must be presented in clear English with accurate grammar and spelling, suitable for publication. Abbreviations should be given in brackets after the first full use of the word.
* All data must be in narrative form. Do not use tables or graphics. Submissions in note or point form will not be accepted.
* Abstracts submitted should be significantly advanced or completed at the time of submission. The abstract should make clear of the status of the study/project.
* References are not required. If you wish to include them, they must be within the 250 word count.
* Do not include authors’ names, institutions, or other identifiers in your abstract content as all abstracts will be blind reviewed.

**Abstract Selection & Review**

* All submissions will be reviewed by the Scientific Committee for technical merit and suitability of content.
* The abstracts will be reviewed based on the following criteria:
  + Quality of written abstract
  + Completeness and relevance of information provided
  + Impact to Occupational Therapy practice
* The Scientific Committee reserves the right to reject any paper that does not meet content or presentation expectations.
* The final outcome of the selection is subject to the Scientific Committee’s discretion.

**Presentation**

* All authors should be prepared to do an oral or poster presentation at anytime on the day of the conference on 4 November 2017.
* All authors who are presenting must register and pay for conference delegate passes.
* If the author who submitted the abstract is unable to present the abstract, a co-author can present on his/her behalf.

**Publication**

* Abstracts will be published as submitted.
* The Scientific Committee reserves the right to modify the submitted text of abstracts to correct grammatical and sentence construction errors. Every effort will be made, in these instances, not to alter the meaning of the text. Corresponding authors will be contacted for confirmation of the final version prior to inclusion in proceedings.