

Information on Writing Abstracts

From the SGNA Program Committee

The formal process to enter a presentation or poster at the SGNA Annual Course is to submit an abstract to SGNA national headquarters.

- Presentation abstracts are due the first week of June (about 11 months prior to the course)
- Poster abstract are due the first week of December (about 5 months prior to the course)

For both types of submission, you can submit your abstract via the online submission by the listed deadline. Abstracts are limited to 200 words.

For presentation abstracts

Once your abstract has been submitted, the Program Committee scores all abstracts. The committee looks for:

- Theme (as it relates to the conference theme)
- Clarity (description of content and presentation methods are clear)
- Importance (depth, focus, level of audience interest)
- Applicable in diverse settings

The presenter will indicate on their submission the type of session they are submitting for. The General Session is 1.5 hours and is presented to the whole SGNA audience (1600-2200 people). This is usually for your more experienced speakers. Optional Sessions are given before the main meeting begins, on Friday, Saturday and Sunday morning (the main meeting begins Sunday afternoon). These sessions range in time from 3-9 hours and some of them are hands-on. These sessions are at an extra cost per session to the attendee. The rest of the abstracts are placed in the Concurrent Session slots (1 hour in length, but some are 1.5 hours). Concurrent Sessions are the daily sessions Monday thru Wednesday.

When the Program Committee receives the abstracts, each one is blinded and is rated based on the criteria listed above. Once all abstracts have been reviewed, the scores are submitted back to SGNA headquarters, where all committee members' scores are calculated and combined. The committee members then receive all abstracts scores back, ranked from the highest score to the lowest score.

The Committee then categorizes the abstracts into the following subject areas, or tracks:

- Ambulatory/Office
- Associate/Technician
- Disease
- Emerging Technology
- Management
- Pediatric
- Pulmonary
- Research Study * additional criteria – see below
- Other (does not fit into above categories)

The Committee tries to schedule the sessions so that there is a tract in each time slot for the day, if possible. Disease process is heavily emphasized, as well as sessions on new equipment or procedures. The Committee also looks for abstracts submitted that would benefit those professionals learning at the Proficient and Expert levels (based on Benner's Stages of Clinical Competence). Abstracts that scored

high will be placed into the program first. If the abstract was submitted by a speaker who has presented before, the speakers' score from the conference evaluations are also considered.

The SGNA Annual Course is dependent on what is submitted during the Call for Presentation Abstracts and what the Committee is given to work with. Additional outreach is done by the committee members to satisfy important and exciting topics that have not been addressed.

*** Research Study Presentation Abstract Criteria:**

The following information is required criteria that must be addressed in your 200 word Research Study presentation abstract. Please note - your research and data collection must be complete at the time of submitting this abstract.

The following seven criteria **must** be addressed in your Research presentation abstract:

- Background/framework of research study
- Significance to the GI nursing practice
- Purpose of research study
- Methodology of research study
- Results of your findings
- Conclusions
- Implications to the GI nursing practice

For poster abstracts

Once your abstract has been submitted, two members from the Program Committee, the Education Committee Chair, and the Research Committee Chair score all the abstracts. The education poster abstracts are scored on:

- Theme (as it relates to the conference theme)
- Clarity (description of content and presentation methods are clear)
- Importance (depth, focus, level of audience interest)
- Applicable in diverse settings
- Commercial content (does it exist?)
- Originality

The research poster abstracts should address the following topics:

- Background/framework*
- Significance to the GI nursing practice*
- Purpose*
- Methodology*
- Results
- Conclusions
- Implications to the GI nursing practice
- Commercial content (does is exist?)

The * topics must be addressed. Research poster abstracts may be submitted for studies that are at least in the data collection phase that will be complete prior to the SGNA Annual Course.

When the committee members receive the abstracts, each one is blinded and is rated based on the criteria listed above. The educational abstracts are scored by three people (2 program, 1 education) and the research abstracts are scored by three people (2 program, 1 research). Once all abstracts have been reviewed, the scores are submitted back to SGNA headquarters, where all committee members' scores are calculated and combined. The committee members then receive all abstracts scores back, ranked from the highest score to the lowest score. Abstracts are accepted based on the score received and the amount of space available at the conference location to display posters.

The SGNA Annual Course Poster Center content is dependent on what is submitted during the Call for Poster Abstracts.