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BETTER BREATHING 2021

A CONFERENCE FOR RESPIRATORY HEALTH PROFESSIONALS

**ONTARIO RESPIRATORY CARE SOCIETY
CALL FOR ABSTRACTS for ORCS E-POSTER PRESENTATIONS
Friday January 22, 2021 5:00pm to 6:30pm EST**

GENERAL INFORMATION

The Ontario Respiratory Care Society (ORCS) invites you to submit an abstract for an E-poster presentation at Better Breathing 2021. The E-poster must pertain to an aspect of respiratory health related to one of our five foci - Asthma, COPD, Lung Cancer, Immunization/Infectious Disease, Vaping/Smoking Cessation - and may describe: (a) a recently completed (or will be completed by the presentation date) research investigation or (b) a recently developed program evaluation. Previously presented posters are acceptable.

The presenting author should ensure that the application/abstract is submitted according to the Guidelines for Submission of Application/Abstract on page 3. Abstracts will not be re-typed or corrected once they are submitted. It is important to include all of the required contact information for the presenting author as requested on the application form. All correspondence will be sent to the presenting author only.

An individual may be a presenting author on more than one E-poster per year.

Submission of an application/abstract constitutes a commitment by the authors to present the E-poster as accepted. E-posters will not be regarded as publications. They will not be considered as pre-publication, nor will they be peer-reviewed or citable. E-posters will be restricted to “view only”. No download, print or sharing options will be available. The presenting author must register for and attend Better Breathing 2021. Expenses associated with the preparation, submission and presentation of E-posters are the responsibility of the authors. Abstracts will be presented within the E-posters area of the conference app with viewing time throughout the conference, and as a brief live online presentation (one PowerPoint slide per E-poster) during the Friday evening E-poster session. Further details will be communicated to presenting authors prior to the conference.

NOTIFICATION & DEADLINES

The ORCS abstract review committee will finalize selection of abstracts after the application **submission deadline date of Monday November 16, 2020 by 4pm EST**. Notification regarding acceptance, information on how to submit/upload E-posters, guidelines for the live online presentation, and any other specific details will be sent to the presenting authors **by Monday December 21, 2020**. The final presentation slide must be submitted/ uploaded **by Monday January 11, 2021** at the latest. Failure to do so will result in your E-poster not being available during the conference.

INSTRUCTIONS FOR AUTHORS

Abstracts must be submitted and presented in English. Abstracts must present a clear, concise summary of a research investigation or an education/clinical/evaluation program.

E-posters must not exceed one page (equivalent to one PowerPoint slide). Please do not attach audio or video clips.

Research Investigation E-posters should include an introduction/background, purpose, hypothesis (if applicable), methods, findings/results, and a conclusion or implications for practice.

Education/Clinical/Evaluation Program E-posters should include background information, a description of the program/project, implications for practice and recommendations. Evaluation programs may include quality improvement or other types of assessments.

For all E-posters, product promotion is not permitted. All sources of funding for the research/project should be specified on the abstract form and final E-poster if selected.

Information on how to contact the presenting author during the course of the conference through the app will accompany the E-poster.

AWARDS

The ORCS will present three awards:

1. Best E-poster (Margaret Fitch Award);
2. Best E-poster by a student (Lisa Cicutto Award); and,
3. Best E-poster for program evaluation (Sheila Gordon-Dillane Award).

Awards will be announced after the conclusion of the conference. These awards will consist of a \$100 cash prize and a certificate. Judging will be based on the content, organization and verbal presentation delivery.

GUIDELINES FOR SUBMISSION OF APPLICATION/ABSTRACT

- Abstracts must not exceed 250 words (not including title and authors' names).
- Abstracts must be submitted in English in the appropriate field within the application form (see page 5).
- At the top of the abstract field, please write the title with no abbreviations. Start at the left margin - do not centre.
- Under the title on a separate line, please write the given name and family name of the presenting author and their institution separated by a comma. Then, please list any other authors in the same manner, separating each with a semicolon (e.g. Natalie Bennett, University of Guelph; Joe Smith, The Hospital for Sick Children).
- Do not include degrees, titles or institutional appointments when listing authors.
- Use numerals to indicate numbers.
- Non-proprietary names of products (e.g., drugs) are required when the product is mentioned. Proprietary names may be given in parentheses (), the first time the product is mentioned.
- Use standard abbreviations, e.g., FEV₁, kg. Place unusual abbreviations in parentheses () after the full word, the first time they appear.
- Due to the limitations of PDFs, it is acceptable to use quotation marks in place of italics.
- Abstracts with errors, misspellings, grammatical errors or incorrect abbreviations may be rejected.
- The complete application form (which includes space for the abstract) should be submitted as an email attachment using the naming convention, "E-posterApplicAbstractBBC2020_Familyname_Initials". Multiple applications by the same presenting author should also include a number after the initials (e.g. E-posterApplicAbstractBBC2020_Bennett_NM1).

DELIVERY INSTRUCTIONS & INQUIRIES

The abstract submission process is being coordinated through the Ontario Respiratory Care Society. Please submit the application/abstract to Natalie Bennett, OTS/ORCS Coordinator at nbennett@lunghealth.ca by **Monday November 16, 2020 by 4pm EST**. Any inquires may also be directed to Natalie at the email above.

If you do not received an email confirming the receipt of your application/abstract within one week of submission, please re-contact Natalie.

**BETTER BREATHING 2021
ORCS E-POSTER ABSTRACT SUBMISSION FORM**

This form must be completed and received at the ORCS office **no later than Monday November 16, 2020 by 4pm EST**. Please send to nbennett@lunghealth.ca with the subject line "BBC2021 E-poster Application - Givenname Familyname". It is acceptable to send two applications in the same email; however, if two applications are sent at separate times, please reflect that in the subject line by adding the number after your family name.

The ORCS abstract review committee will determine if an abstract will be accepted.

CATEGORY (Please choose one):

- Research Investigation
- Education/Clinical/Evaluation Program
- Student

Please consider my E-poster for the following award (Please choose one):

- Best E-poster (Margaret Fitch Award)
- Best E-poster by a Student (Lisa Cicutto Award)
- Best E-poster for Program Evaluation (Sheila Gordon-Dillane Award)
- I request that my E-poster is not considered for an award.

PRESENTING AUTHOR:

Name:	
Signature:	
Street address:	
City:	
Email address:	
Preferred phone #:	
*Cellphone #: (if different than above)	

**Please note that we will contact you via cellphone only in an emergency unless it is your preferred phone number.*

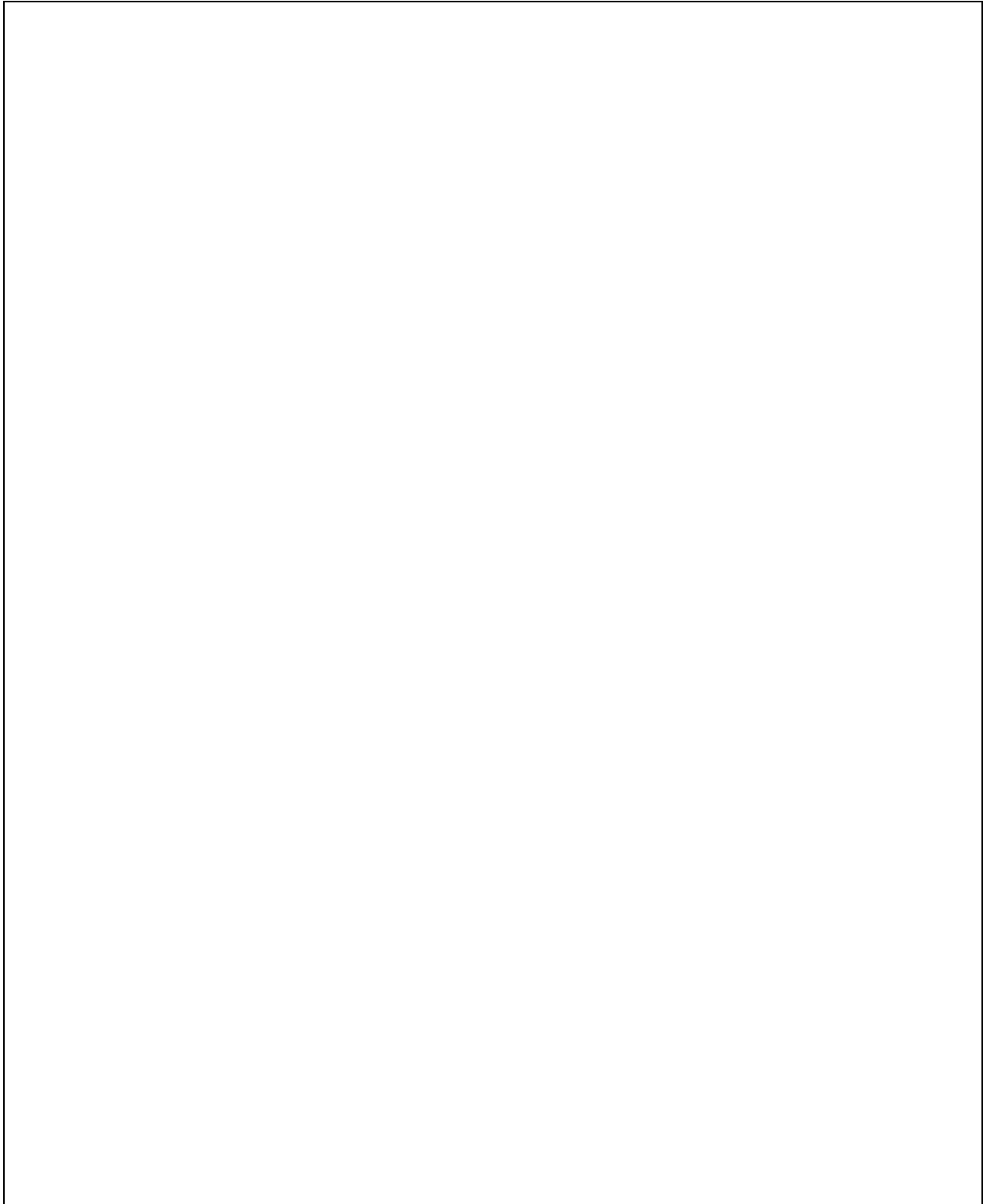
Is the presenting author a student? Yes No

FUNDING SOURCES FOR THE PROGRAM/PROJECT:

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E-POSTER ABSTRACT:

Please see the **Guidelines For Submission of Application/Abstract** on page 3 for reference.



End of Application Form