



East Midlands Conference Centre, Nottingham

Thursday 10th November 2011

www.pre-op.org

CALL FOR PAPERS

Deadline for Papers and Posters:

30th September 2011

The Preoperative Association would like to make a call for papers to be presented at the Preoperative National Conference.

Abstract

If you are interested in having your work presented at the conference we would ask that you submit an abstract for consideration. The purpose of the abstract is to enable the Abstract Committee to make an informed decision about the suitability of the work to form part of the conference programme as either a Free Paper or a Poster Presentation.

All accepted abstracts will be printed in an official Abstract Book to be distributed to all delegates at the conference. Powerpoint presentations will also be posted on the Associations website.

Free Papers

If invited to present your work as a Free Paper, candidates will be given the opportunity to showcase their ideas and developments within one of the programmed Parallel Sessions.

Free Paper presentations will be 10-15 minutes in length with 5 minutes for questions.

Poster Presentations

As an alternative to a Free Paper, authors may also be invited to display their work as a poster. Posters provide an excellent opportunity for authors to introduce their service developments and share good practice. All accepted posters will be displayed throughout the duration of the conference. All posters should be size A0 and arranged in portrait orientation.

Full details for the submission of an abstract follow.

Please remember that the deadline for submission of abstracts is the 30th September 2011 for both paper and poster presentations.

We look forward to hearing from you.



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Instructions for the Submission of Abstracts

All abstracts submitted for presentation at the Conference **must** be submitted on the standard form (below).

- Please ensure that the contact details for the main author are **fully** completed.
- The abstract text should be left-justified in Times New Roman font at 10 pt size.
- Abstracts should be structured as much as possible, although the standard structure for a scientific paper - introduction, methods, results, discussion - may not always be applicable.
- Please keep references to a maximum of three (more may be included in the poster or oral presentation).
- You may wish to include a single graph or table in the space provided or you may submit an illustration as a separate file. You may use more than one illustration in your presentation at the conference but a limit of one is necessary to make the abstracts manageable.
- Following the conference, up to 4 abstracts may be considered for publication in Anaesthesia. If selected, the authors must resubmit their abstract following the current Anaesthesia format guidelines. The editor of Anaesthesia retains the right to decline publication even if selected by the POA.
- **Author(s) accepted for presentations must register for the conference and are expected to pay the delegate fee**

The Abstract Committee will consider the ethical, methodological and statistical standards of each abstract. Authors will then be contacted to inform them of the committee's decision, together with further details of participating in the conference.

The closing date for abstract submission is **30th September 2011** for both paper and poster presentations. All abstracts must be e-mailed to pre-op@aagbi.org in Microsoft Word format or should be sent on a disk accompanied by the completed form. An electronic version of the Call for Papers is available on the Preoperative Association website at www.pre-op.org.

Please note that the Preoperative Association is unable to reimburse travel and accommodation costs.

All questions concerning abstract submission should be directed to pre-op@aagbi.org



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Abstract Submission Form

Authors must ensure that all relevant sections of this form are complete before submission. Missing information may lead to the processing of your abstract being delayed. All contact regarding the abstract will be through the main author. It is the responsibility of the main author to pass on information regarding the conference to further authors/presenters as necessary.

Submission Deadline: 30th September 2011 for both Paper and Poster presentations

Main Author

Title: _____ Surname: _____
First Name: _____ Male/Female: _____
Place of Work: _____
Position / Job Title: _____
Contact Address: _____
Post Code: _____
Email: _____

Further Authors

Title: _____ First Name: _____ Surname: _____
Position / Job Title: _____
Title: _____ First Name: _____ Surname: _____
Position / Job Title: _____

Conflict of Interest

Please outline any financial support received or any possible conflict of interest regarding this abstract:

Preferred method of presentation

(please tick)

Free Paper Poster Presentation Either

***Abstracts must be sent either by email attachment in Microsoft Word format to pre-op@aagbi.org or on a disk (also in word format) together with this completed form to:
Abstract submission, Preoperative Association 2011 National Conference,
21 Portland Place, London, W1B 1PY.***



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Abstract

Please refer to the instruction sheet before completing this section of the form.