



SNRS 2018 32nd Annual Conference
Expanding Nursing Science in Population and Global Health

First Call for Abstract Submissions
Symposia, Podium and Poster
Sheraton Atlanta
Atlanta, GA
March 21 – 24, 2018

The Southern Nursing Research Society Annual Conference provides an opportunity for SNRS members to report ongoing and completed research as well as theoretical, conceptual and methodological projects to colleagues.

- The first call for abstract submissions – Podium (paper), Symposia and Poster will open at 8:00 a.m. CST., May 15, 2017 and will close at **exactly** 5:00 p.m. CST., June 13, 2017. **No extensions or exceptions will be granted**
- The second call for abstracts – Student/Late Breaker Poster and General Session (Please see our [website](#) for a description of what we accept for general session) abstract submissions will open at 8:00 a.m. CST., on September 5, 2017 and close October 2, 2017 at **exactly** 5:00 pm CST. **No extensions or exceptions will be granted**

The following pages hold information that you will need prior to starting your abstract submission. Having this information readily available when you start to submit your abstract will facilitate your submission process.

Please read all the information below carefully!

We look forward to receiving your abstract and seeing you in Atlanta, GA.

Sincerely,

Carolyn Miller Reilly, PhD, RN, CHFNP, FAHA
Vice-President, SNRS

Abstract Submissions Guidelines for Symposia, Podium, and Poster – 1st call

What type of Abstracts does SNRS accept?:

SNRS accepts completed research as well as theoretical, conceptual and methodological projects to colleagues.

Abstracts selected for presentation do NOT include concept analysis, systematic reviews, critical analysis, literature reviews or reviews of any kind. Please do NOT submit concept analysis, systematic reviews, critical analysis, literature reviews or reviews of any kind.

Submissions which do not follow submission guidelines will be disqualified.

Is there a cost to submit abstracts?:

Yes, SNRS charges \$25 per abstract submission. Please navigate to the SNRS website and submit payment **before** you submit your abstract to the Scholar One abstract submission site.

How many abstracts can I submit?:

Each SNRS member may submit **only ONE abstract in each category** (podium, poster, symposia) as lead author. Duplicate submissions as first author will not be accepted or reviewed. SNRS membership is NOT required at the time of abstract submission; but SNRS membership is REQUIRED at the time of presentation should your abstract be accepted. SNRS membership is not required for co-authors, and there is no limit in the number of submissions for co-authors.

Can someone else submit abstracts for me?

No, you must submit your own abstracts.

Is there a character limit?:

Each abstract is limited to **2,250 characters** for the text of the abstract. **The character limit includes any characters, punctuation and spaces for the text of your abstract.** You will be advised of your character count usage throughout the submission process.

How are abstracts selected?:

Presentations will be selected on the basis of scientific merit and by means of blind review. SNRS reserves the right to pull an abstract, even after acceptance, if the author does not follow the SNRS abstract guidelines. **No information from the reviews is made available to the authors.**

Can I make edits to my abstract after the submission site closes?:

No, you cannot make any edits to your abstract, authors, etc... after the submission site closes.

You must enter all information **exactly** as you wish it to appear in the program. Please include complete information for additional authors, including institution and credentials. Author information (institution and credentials) will be used for the abstract information listed in the program (onsite and online). **Please check your abstract, title and author information carefully.**

How will I know if I am accepted?:

You will receive an e-mail approx. 6 weeks after the Scholar One submission site closes. If selected, the first author will be notified and will need to notify all other authors on the abstract. Only one author (usually the first author) will present the abstract

What do I do if I am accepted?:

Once you are accepted you will have 30 days to decline or accept to present at the conference. Instructions will accompany the acceptance e-mail.

Please note: The individual who will actually present must register for the annual conference and assume responsibility for their own transportation, lodging and annual conference registration fees, have current membership in SNRS and give permission for duplication of abstracts for inclusion in conference proceedings,

the Sigma Theta Tau International registry and a future issue of Southern Online Journal of Nursing Research (SOJNR).

Starting your abstract submission:

If you submitted an abstract or were a reviewer in 2016 or 2017:

You do not need to create a new account. You may use the same user name and password you used in 2016 or 17.

If you did NOT submit an abstract or were NOT a reviewer in 2016 or 2017:

Create an account in the Scholar One abstract submission system through the link on our website or the link provided in the Constant Contact. (SNRS contracts with Scholar One to manage the abstract submissions.)

The SNRS Abstract system is managed by ScholarOne for SNRS and you cannot log in with your SNRS user name and password.

Submitting for Symposia Presentation:

Symposiums are 4-5 papers, including an overview, from different authors that have a consistent topic/theme with the introductory (overview) paper outlining the theme/framework for all the other papers.

1. The symposium leader is responsible for organizing the group into a cohort whole and submitting the overview abstract to the Scholar One Abstract submission site.
2. Each lead abstract author will submit their own individual abstract by choosing individual submissions; create a new submission and symposium abstract submission. Please complete and submit all individual abstracts in the symposium.
3. After completing step 2 above the Symposium leader will go in and create the overview and then link the submitted abstracts to the overview.
4. Once all the abstracts are linked the leader will submit the overview as a whole symposium.

The lead author on each abstract must be an SNRS member at the time of presentation. Each abstract must be accompanied by a Presenter Biographical Data form. This form is available here or also on the Scholar One website at the end of step 1. You must download it, fill it out and upload it to the Scholar One website at the end of step 1. It is not a PDF fillable form.

Symposium presentation abstracts must show evidence that the research (or theoretical/conceptual/methodological work) is complete at the time of abstract submission. Presented research results may not necessarily be the primary endpoint of your research project. It may be a completed subset of the research project. The data must be complete and analyzed at the time of abstract submission. **Each abstract must be accompanied by a Presenter Biographical Data form. This form is available [here](#) or also on the Scholar One website at the end of step 2. You must download it, fill it out and upload it to the Scholar One website at the end of step 2.**

All symposium individual paper abstracts must describe completed work at the time of abstract submission. Please note: If your symposium is declined as a whole individual abstracts from the symposium could still be accepted as a podium or poster.

What you need to know as lead of the symposium:

- Gather all authors as a cohort and submit the overview after all the individual abstracts have been submitted. Link the overview to the participants of the symposium and submit the symposium as a whole.
- All communications will be sent to the symposium leader. **The symposium leader is responsible for communicating all information to symposium abstract authors.**
- Text for all abstracts including the overview is limited to 2,250 characters **which include any characters, punctuation and spaces.**
- Title case **only** will be accepted for abstract titles (capitalize the first letter of words other than short conjunctions, articles and prepositions). **Example: This is a Title. Do not bold or italicize your title.**

Submitting for a Podium Presentation:

Podium Presentations are individual papers grouped by Research Interest Group (RIG) **or** Thematic Area with 4 to 5 papers per session. Typically, presenters have 10 minutes for the presentation and 5 minutes for Q&A. Only one presenter per abstract presents the paper, usually the lead author.

The majority of Podium Presentations are selected from the First Call for Submissions. Students are encouraged to apply for Podium presentation as long as all other criteria listed are met.

Podium (paper) presentation abstracts must show evidence that the research (or theoretical/conceptual/methodological work) is complete at the time of abstract submission. Presented research results may not necessarily be the primary endpoint of your research project. It may be a completed subset of the research project. The data must be complete and analyzed at the time of abstract submission.

***Please Note:** If your abstract is declined as a podium it could still be accepted as a poster.

Each abstract must be accompanied by a Presenter Biographical Data form. This form is available [here](#) or also on the Scholar One website at the end of step 2. You must download it, fill it out and upload it to the Scholar One website at the end of step 2.

What you need to know as lead (1st) author:

- Provide your name, institution affiliation, position title and disclosures (provided on the Scholar One site when you submit your abstract), SNRS membership if applicable.
- For each additional author(s), you will be asked to provide names, institution affiliation, position title, SNRS membership status and SNRS number if applicable. **SNRS membership is not required to submit an abstract but you must be a member to present if accepted.**
- All communications regarding the abstract will be sent to the lead author. **The lead author is responsible for communicating all information to additional authors.**
- Text is limited to 2,250 characters **which includes any characters, punctuation and spaces.**
- Title case **only** will be accepted for abstract titles (capitalize the first letter of words other than short conjunctions, articles and prepositions). **Example: This is a Title.**

Submitting for the 1st call of Poster Presentations:

Poster Presentations, for the first call, are accepted into a traditional poster session and displayed for 2 - one hour periods either Thursday, Friday or Saturday. Posters are grouped by RIGs and not scheduled until after the second call closes and acceptance letters are sent.

Poster discussion presentations are not available for the first call. Please submit for a podium session, in the first call, if you are interested in an Oral presentation with a PP. Posters are placed into Poster Discussion sessions only in the second call.

Please see the **NEW** rating and review criteria [here](#).

Only one presenter per abstract presents the poster, usually lead author. Poster discussion session abstracts may include work in progress and/or preliminary data analysis, though data collection and analysis must be complete at the time of the conference presentation.

Poster Presentations: one author is required to be present for 2 designated viewing sessions (the 2 viewing sessions are on one day, (1 hour each session) to engage in discussion and Q&A with conference attendees. Poster presentation abstracts may include work in progress and/or preliminary data analysis, though data collection and analysis must be complete at the time of the conference presentation. Only one presenter per abstract presents the poster, usually lead author. **Each abstract must be accompanied by a Presenter Biographical Data form. This form is available [here](#) or also on the Scholar One website at the end of step 2. You must download it, fill it out and upload it to the Scholar One website at the end of step 2.**

What you need to know as lead author:

- Provide your name, SNRS member number (if you are a member at the time of submission), institution affiliation, position title and disclosures (provided on the Scholar One site when you submit your abstract)
- For each additional author(s), you will be asked to provide names, institution affiliation, position title, SNRS membership status and number (if applicable).
- All communications regarding the abstract will be sent to the lead author. **The lead author is responsible for communicating all information to additional authors.**
- Text for abstract is limited to 2,250 characters **which includes any characters, punctuation and spaces.**
- Title case **only** will be accepted for abstract titles (capitalize the first letter of words other than short conjunctions, articles and prepositions). **Example: This is a Title**

Submission Reminders:

Abstracts must be submitted by 5 PM (Central time zone) on the close date. Individuals who plan to submit an abstract should sign on to the abstract system and create an account, **at least 5 business days** prior to the deadline to avoid any technical difficulties. **The submission site will close promptly at 5 PM CST. No extensions or exceptions will be granted. If you are in the process of submitting at 5 pm the site will close automatically and your abstract will not be submitted.**

If you do experience technical difficulties please contact Scholar One support at ts.acsupport@thomson.com or 1-888-503-1050, M-F 12:00 AM-8:30 PM EST.

If you have submission questions please contact SNRS Account Coordinator, Jennifer Lanphere at (720) 881.6119/toll free at 877-314-7677 or email: janphere@kellencompany.com.

***Please note: SNRS reserves the right to disqualify your abstract if submission guidelines are not followed, even after acceptance, in the best interest of the program.**