



**SNRS 2017 31st Annual Conference
First Call for Abstract Submissions
Symposia, Podium and Poster
InterContinental Dallas
Dallas, TX
February 22 – 25, 2017**

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 3, 2016 and will close at **exactly** 5:00 p.m. CST., June 7, 2016. **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 6, 2016 and close October 4, 2016 at **exactly** 5:00 pm CST. **No extensions or exceptions will be granted**
- Online tutorials for navigating the online abstract submissions are available on the SNRS website: <http://www.snrs.org/i4a/pages/index.cfm?pageid=3400>

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 2017 abstract and seeing you in Dallas, TX.

Sincerely,

A handwritten signature in blue ink that reads "Marygrace Leveille, PhD, RN, ACNP-BC". The signature is fluid and cursive.

Marygrace Hernandez Leveille, PhD, RN, ACNP-BC
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.

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.

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:

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

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

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 individual abstract by choosing individual submissions (or the leader can submit them all for the authors), create a new submission and then symposium abstract submission. Please complete and submit the individual abstracts.
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 using the control ID of the individual abstracts.
4. Once all the abstracts are linked the leader will submit the overview as a whole symposium.

Important!!! If the overview submitters name is not chosen from the drop down box then the abstracts will not be linked together as a group.

The lead author on each abstract must be an SNRS member at the time of presentation.

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.

The symposium overview **must** be submitted first. Individual symposium papers including the overview are evaluated using the paper/poster abstract criteria; please see the rubric on www.snrs.org. **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 author:

- Gather all abstracts related to the symposium and submitting the **complete** symposium abstract package online. Before submitting the abstracts online you should have the following information and are responsible for submitting each additional author(s) names, institution affiliation, position title, SNRS membership status and number (if applicable) , and disclosures. Please have this information readily available as the Scholar One system will not let you go back in and edit or add the information if you log out. **SNRS membership is not required for additional authors.**

- 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 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 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.

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.

What you need to know as lead author:

- Provide your name, SNRS member number, 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. Please have this information readily available as the Scholar One system will not let you go back in and edit or add the information if you log out. **SNRS membership is not required for additional authors.**
- 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 a Poster Presentation:

Poster Presentations are accepted into either a traditional poster session and displayed for a one day period in 2 sessions either Thursday, Friday or Saturday or a Poster Discussion Session (similar to a podium discussion). Poster sessions and poster discussion sessions are grouped by RIGs

Poster discussion sessions: are individual posters grouped by Research Interest Group (RIG) **or** Thematic Area. **If you submit for an abstract for a poster session it could be chosen for a poster discussion session.** The poster discussion session will consist of poster displays (max of 10 to a room) accompanied by a podium discussion with a 5 slide (max 5 minute) PowerPoint by the author that outlines or replicates your poster only. There will be Q & A for all the posters in the discussion session after all presenters have given their PP.

Please see the 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

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). Please have this information readily available as the Scholar One system will not let you go back in and edit or add the information if you log out. **SNRS membership is not required for additional authors.**
- 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@kellenccompany.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.**