

As Time Goes By

6-8 June 2019
Pullman Cairns International

RDAQ
Annual Conference

30 years

CALL FOR ABSTRACTS

The RDAQ 2019 conference team invites abstract and poster submissions inspired by this year's conference theme *RDAQ 30 Years – As time goes by*. The selected submissions will be invited to present within the conference program.

ABSTRACT SUBMISSION GUIDELINES

Please read through the following pages for valuable information regarding the submission process.

PRESENTATION TYPES

1. **Poster presentation:** Poster presentations will take place in the networking hubs on level 1 during morning tea and lunch breaks.

Poster presentation submissions should clearly state the background, aims, method, results and conclusion. References should be indicated where applicable. Successful poster presenters must be available to attend. Selected poster presenter will be allocated 10-minutes to speak to your poster in the networking exhibit during a morning tea or lunch break. The posters will be displayed from Thursday evening until Saturday 2pm.

2. **Oral presentation abstracts:** Individual paper presentation of 10 minutes in length with up to 5 min for Q&A at the end of the presentation.

Oral presentation abstracts should clearly state the background, aims, method, results and conclusion. References should be indicated where applicable. Successful presenters must be available to attend. Selected abstracts will be allocated a presentation time during one of the conference concurrent sessions.

PRESENTER REGISTRATION

A condition of being selected to present a poster or abstract at RDAQ 2019 is that all presenters are expected to be available to present at any time throughout the conference. Any requests to alter the allocated time slot will be considered on a case by case basis.

Posters will be permanently displayed throughout the conference in the networking hub on level 1. All presenters must be available at designated time slot at their poster display. Outside the designated presentation time slot, you are encouraged to remain near your poster during break times should you wish to elaborate on your subject matter.

If selected to present at RDAQ 2019 conference, the presenter will be provided with a speaker ticket for the session only, if you would like to attend the full day or full conference you are required to pay the full RDAQ registration fee. All other travel and accommodation expenses will be at the presenter's cost.

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PUBLICATION OF PAPERS

All presentations and abstracts will be published on the conference app, website and conference handbook. Presentations will be converted to PDF format as they are received.

PROPOSED AUDIO-VISUAL REQUIREMENTS

For oral presentations only, PowerPoint facilities (data projector, computer and screen) along with internet access, will be available for presenters.

For poster presentations, no audio-visual equipment will be provided.

Oral presenters will need to provide us with final electronic presentation by Friday 10 May 2019.

COMMERCIAL INTEREST AND CONFLICT OF INTEREST

RDAQ 2019 conference team takes the view that any potential conflicts of interest must be recognised and stated. The intent of the disclosure is not to prohibit speakers from presenting, but rather to inform the audience of any possible bias that speakers may have.

Conflicts of interest (COI) are common and some would say almost inevitable. COI are secondary interests (eg. personal, commercial, political, academic or financial) that may influence judgements of the audience receiving the presentation. COI have been described as those which, when revealed later, would make a reasonable delegate feel misled or deceived.

Financial interests may include employment, research funding, sponsorship, stock or share ownership, payment for lectures or travel, consultancies, company support for staff commissioning/funding/ sponsoring of any element of the paper, any financial or potential financial benefit, or PR firm involvement.

Disclosure must be done verbally and displayed in writing on a slide at the beginning of a presentation. It may also be included in written conference materials.

KEY DATES

- | | |
|---|----------------------|
| <input type="checkbox"/> Abstract submissions open | NOW OPEN |
| <input type="checkbox"/> Abstract submissions close | Monday 1 April 2019 |
| <input type="checkbox"/> Authors to be notified by email of the result of their abstract submission | Friday 12 April 2019 |



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REVIEW CRITERIA

Abstracts will be reviewed in accordance with the following review criteria. There will be four scored questions which will determine the overall rating of the abstract.

Relevance (3 points)

Is the abstract relevant to the conference stream or conference theme?

Content (5 points)

Is the topic pertinent and of value to the conference?

Quality (5 points)

Is the abstract well written and easily understood? Has the author adequately outlined the background, aims, method, results and conclusion?

Engagement (2 points)

Does the topic have the potential to attract delegates and stimulate discussion?

Abstract templates

Abstracts must be submitted by email to: conference@rdaq.com.au

All abstracts must be submitted using the RDAQ 2019 conference template at the end of this document.

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ABSTRACT APPLICATION FORM

We welcome your contribution to the RDAQ 2019 conference by submitting an abstract for the conference program.

Please submit your abstract by completing the required fields below. Authors should select their preferred presentation type.

Name_____Job title_____

Organisation_____

Address_____

Town_____State_____Postcode_____

Preferred phone_____Email_____

Signature_____Date_____

PRESENTATION TYPE

- Poster presentation, 10 minutes slot in networking exhibit
- Oral presentation, 10 minutes in length with up to 5 minutes for Q&A during a concurrent session

PLEASE EMAIL:

- Short bio (no more than 100 words)
- A head shot (suitable for print and digital publishing)
- Abstract (500 words max)
- Abstract summary (150 words max) for use in conference handbook

Abstract synopsis (50 words max) for use in program

Upon completing this application, please submit via email to conference@rdaq.com.au

Closing date Monday 1 April 2019