RESEARCH Abstract Submission Guide

AACOM offers two types of abstract templates, Research and Promising Approaches; you are selecting to submit a Research Abstract. Research abstracts should summarize your research or your program evaluation, and contain the criteria listed in this guide.

Submit a Research Abstract if you have:
- Conducted innovative research valuable to the osteopathic medical community;
- Researched or evaluated educational practices with results that can be applied to a college of osteopathic medicine or postgraduate training program; or
- Undertaken scholarly work aligned with the conference themes.

All presenters must:
- Complete a conflict of interest/disclosure declaration
- Follow character or word count limits in the application
- Inform AACOM if your work has previously been made public
- Spell out first use when using abbreviations or acronyms
- Do not use footnotes, references or tables in the abstract
- Note Institutional Review Board (IRB) approval within in the abstract, where applicable

All abstracts must be submitted through the Educating Leaders 2022 Abstract Submission Portal.

1. **Abstract Title (character limit: 90)** Use proper title format to type title (correct title case capitalization, no bold, italics, or symbols)

2. **Author Block:** Only presenting authors will appear in print material and conference apps. In general, AACOM does not include fellowships or other designations in conference assets. Enter information as it should appear in conference materials. For example, use "Robert A. Cain, DO," not "Bob Cain". Presenters are expected to register for the conference.

   First Name, Middle Initial (if applicable), Last Name, Terminal Degrees(s)
   Institution
   Email Address
   Phone Number

   Will this author be presenting at the conference?
   ☐ Yes, presenting   ☐ No, not presenting

   Is this author a student or trainee?
   ☐ Yes   ☐ No

3. **Presentation Preference (select one)**
   ☐ Express Talk: 10 minutes (one person presenting)
   ☐ Brief Talk: 20 minutes (one-two people presenting)
   ☐ Panel/Interview: 45 minutes (no more than four people presenting)
   ☐ Faculty Poster: 10 minutes (faculty expected to present)
   ☐ Student/Trainee Poster: 10 minutes (student/trainee expected to present)

   How do you intend to deliver your presentation?
   ☐ Onsite (travel to conference)
   ☐ Online (will not travel to conference)

4. **Key Topic Area (select one)** The schedule of sessions will be organized using key topic (or focus) areas to complement the conference program. See the AACOM conference website (https://educatingleaders.aacom.org/) for examples of what might fall within the topic areas.

   ☐ Diverse and Culturally Competent Workforce
   ☐ The Healthiest Workforce
   ☐ Leadership and Faculty Development
   ☐ Professionalism
   ☐ Technology
   ☐ Osteopathic Healthcare Delivery
   ☐ Trainee Readiness
   ☐ Osteopathic Representation, Voice, and Influence

5. **Abstract (word limits: max. 700, min. 20 for combined segments, not per segment)** This section will be assessed by the reviewers. Do not include graphics, references, title, or authors in this text. After you enter the text of your Abstract, click the SUBMIT button to save your work.

   - **Context:** Describe the challenge or issue that is the subject of the research and address its pertinence to osteopathic medical education. Suitable abstracts will demonstrate objectives that impact the profession or medical education in general, and excellent abstracts will demonstrate importance to education. A one-sentence summary of the rationale for the study question is to be included. The context of the abstract should describe the importance of the study question and emphasize important new areas addressed by the study.

   - **Objective:** The research abstract will contain measurable research objectives that represent the issue described. Excellent abstracts will be clear, well-organized and have meaningful, salient objectives and a clear research question. A one-sentence description of the study's primary objective and important secondary objectives (e.g., "To determine..." "To establish…") is to be included. If there was an a priori hypothesis (a hypothesis established before data collection), the author should state it in this section.

   - **Methods:** Suitable abstracts will describe the setting, participants and sources of the data used in the analysis. Excellent abstracts have data clearly related to the objectives, utilize appropriate statistical tests to address the research question, and may introduce novel methods to test hypotheses and achieve meaningful outcomes. To keep the abstract concise, authors should list the information described below and any essential features of the intervention, as well as primary outcome measures. This section should include the following:
     o Design—A statement of the study's basic design (e.g., randomized controlled trial, double-blind, cohort, survey, cost-effectiveness analysis).
     o Setting—A one-sentence description of the clinical circumstances of the setting (e.g., college of osteopathic medicine, residency program, multi-institutional study, etc.).
     o Participants—A brief description of the key eligibility criteria of the study's participants. Numbers of participants should also be included. IRB approval should be noted here, if applicable.
     o Interventions—A brief description of any interventions administered, if applicable.
     o Main Outcome Measure(s)—A brief description of the study's outcome measurements. If no outcomes were measured, authors should so state, and briefly explain why. Authors should also state here if the hypothesis was formed during or after the data collection.

   - **Results:** The results of the analysis will clearly answer the research question in acceptable abstracts. The most desired abstracts will use data to support conclusions and offer novel insights. A brief summary of the main study outcomes and important measurements is to be included. Authors should include the study's relevant statistical information (e.g., raw data, not just percentages), confidence intervals and levels of statistical significance. Authors should ensure that findings are included for all outcome measures described in the methods. Likewise, the results section should not contain findings for outcomes that were not already described in the methods section. Abstracts for survey-based studies should include response rates.

- **Conclusion:** The authors will relate the answer to the research question to the larger context identified above. Conclusions should be supported by your findings. Excellent conclusions leading to further insights, research recommendations, and proposed changes are particularly welcome. A concise review of the study's conclusions directly supported by the reported evidence, noting important limitations is requested. Important educational or clinical implications should be noted. Authors should take care to not overinterpret findings and refrain from recommending vast changes if additional research is needed. Clinical trial registration numbers and registry names should appear at the end of the abstract (e.g., ClinicalTrials.gov number 1234).

  Source: adapted from Riordan, 2015, and the JAOA

6. **Brief Description (word limits: max. 200, min. 30)** This text will appear in marketing materials to promote your talk. It should be clear and succinct and quickly summarize what attendees can expect to learn. Do not include title or authors in this text.

7. **Additional Information**

   - **Intended Audience Track**
     - ☐ Admissions
     - ☐ Undergraduate Medical Education - Pre-clinical
     - ☐ Undergraduate Medical Education - Clinical
     - ☐ Transition to GME (Advising)
     - ☐ Graduate Medical Education

   - **Learning Objectives (word limit: 50 per objective)** Every abstract must have two learning objectives. A learning objective is brief and should state what attendees can expect to learn and/or do in the session (i.e. learn, understand, contrast, identify, discuss, develop, describe, determine, demonstrate, etc.).
     - ☐ Objective 1
     - ☐ Objective 2

   - **Previously Publicized** Let us know if this has been previously published.

8. **Print:** Remember to select "print a copy" for your files *and* to email yourself a confirmation.