



The Journal of
Collegiate Emergency Medical Services
&
National Collegiate EMS Foundation



The Journal of Collegiate Emergency Medical Services (JCEMS) and NCEMSF are proud to host the **Academic Poster Session** at the 25th Annual Conference.

Conference Dates: February 23-25, 2018

Conference Location: Philadelphia, PA

Full Conference Details: <https://www.ncemsf.org/conference/2018-conference>

Abstract Submission Guidelines

Submission Deadline: January 15, 2018

Upload Abstracts Here: <https://www.ncemsf.org/conference/2018-conference>

Abstracts for poster presentations are encouraged from students and professionals on (1) original research or (2) the development and evaluation of novel initiatives and programs. All abstracts should be relevant to collegiate or campus-based EMS organizations.

Authors of accepted abstracts will present posters at a 1-hour academic poster session.

All accepted abstracts will be published in *JCEMS*.

Questions: Email JCEMS@CollegeEMS.com

What is an Abstract?

An abstract is a brief summary of your work. The abstract will be used to select posters for presentation. For this Academic Poster Session, abstracts may fall into one of two categories: (1) Original Research or (2) Program Development and Evaluation.

Original Research Poster Abstract Guidelines

- Includes the following sections: (1) Introduction, (2) Methods, (3) Results, and (4) Discussion/Conclusion.
- Includes all author names and institutional affiliations (academic department or EMS organization), indicated by subscript (e.g. T. Johnson¹, J. Smith². ¹*University of Philadelphia EMS*, ²*University of Philadelphia Department of Emergency Medicine*).
- No tables, figures, or references.
- Includes a statement indicating any funding sources or potential conflicts of interest (see *JCEMS* Guide for Authors at CollegeEMS.com for more details on funding sources and disclosing conflicts of interest).
- Includes a statement that research was conducted in accordance with *JCEMS* Ethics Guidelines (see *JCEMS* Guide for Authors at CollegeEMS.com for details on ethics in research/publishing).
- May not exceed 300 words (excluding author names and statements listed above).

Program Development & Evaluation Poster Abstract Guidelines

Program Development and Evaluation Poster Abstracts describe a novel program or initiative recently developed by you or your organization. Examples might include a novel bystander training program, peer support group, communications system, mass casualty incident response plan, etc.

- Includes the following sections: (1) Introduction, (2) Program Development & Implementation (3) Program Evaluation and (4) Discussion/Conclusion.
- Includes all author names and institutional affiliations (academic department or EMS organization), indicated by subscript (e.g. T. Johnson¹, J. Smith². ¹*University of Philadelphia EMS*, ²*University of Philadelphia Department of Emergency Medicine*).
- No tables, figures, or references.
- Includes a statement indicating any funding sources or potential conflicts of interest (see *JCEMS* Guide for Authors at CollegeEMS.com for more details on funding sources and disclosing conflicts of interest).
- May not exceed 300 words (excluding author names and statements listed above).

Abstract Review and Selection

Abstracts will be reviewed by the *JCEMS* Editorial Board for quality, accuracy, scope, methodological rigor, depth of research or program evaluation, originality/novelty, and style/organization. Abstracts may also be reviewed by blinded independent reviewers with subject-matter expertise. Final selection will be made by the *JCEMS* Editorial Board. You will be notified in early February whether or not your abstract has been selected for a poster presentation.

Designing and Printing Your Poster

For your convenience, we have developed a 3-column poster template for (1) Original Research posters and (2) Program Development and Evaluation posters (available for download at <https://www.ncemsf.org/conference/2018-conference>). You may simply modify the template in Microsoft Powerpoint with your information. You are also free to alter the template or develop your own poster if you wish. Regardless of how you design your poster, you will be responsible for printing it, in the size format of 48" wide x 36" tall.

Why should I submit an abstract?

If accepted, you will present your work in poster format at the 25th Annual NCEMSF Conference and your abstract will be published in *The Journal of Collegiate Emergency Medical Services (JCEMS)*. This is a great opportunity to showcase your work or your organization on a national stage. You will receive invaluable feedback from professionals and students at the poster session to help you advance your research or initiative. Additionally, presenting at a national conference and publishing an abstract in an academic journal are great ways to bolster your professional resume or graduate school application.

Can I submit an abstract for work that I have presented elsewhere?

Yes. However, you must include a note at the end of the abstract stating that the work has previously been presented (not included in the abstract word count). This may be taken into consideration during the selection process as we prioritize recent findings that have not been previously presented. Additional information may be requested from you regarding the previous presentation.

If I present at the conference, can I present elsewhere or publish a paper on my findings?

You must always notify a conference organization or journal that you have previously presented the work that you are submitting. In most cases, a conference organization or journal will consider your work if sufficient new findings are included that have not been previously presented. Researchers will often present only a subset of their findings on a poster and later submit all of their findings to an academic journal for publication.

I am not able to attend the conference. Can I still submit an abstract?

Yes. However, you must include a note at the end of the abstract stating that you cannot attend (not included in the abstract word count). If accepted, you will have the opportunity to submit a digital poster for on-line publication in *JCEMS*.

If I present a poster at NCEMSF, do I have to pay to attend the conference?

Yes. You are still responsible for all registration, travel, and lodging expenses.