**Template for All Presentation Formats: Oral, Poster, PeArLS, and Pre-conference Workshops**

*An* ***oral*** *will be allocated 15 minutes (10 minutes for presentation + 5 minutes for discussion)*

*A* ***poster*** *will be allocated 5 minutes (3 minutes for presentation + 2 minutes for discussion)*

*A* ***PeArLS*** *will be allocated 45 minutes*

*((5 minutes to introduce the topic, issue, or idea, + 35 minutes for discussion (NB presenter/s ‘step back’ and observe) + 5 minutes to wrap up (presenters respond to suggestions and feedback from the group)*

*A* ***pre-conference workshop*** *will be allocated 90 minutes*

 *(30 minutes introduction, explanation, and conclusion + 60 minutes participants ‘doing things’)*

*The conference program is strategically designed to maximise engagement and knowledge exchange. With focussed oral presentations and extensive opportunities for interactive discussions, the program aims to create an environment for sharing practice and insights.*

*Abstracts submitted for oral presentation will be peer-reviewed and may be allocated to either oral or poster sessions based on program alignment and available spaces. Both formats offer distinct opportunities: oral presentations provide focussed narrative delivery, while poster sessions enable extended dialogue and valuable networking with colleagues specifically interested in your research area.*

*This template helps ensure consistency and quality across all submissions. It demonstrates the expected content, structure, and format for your abstract. Please use it as your guide when preparing your submission.*

**Title: The abstract title (please use sentence-style captialisation)**

Authors: e.g. Chris Smith1, Lee Kwan2 *(list presenting author first)*

Affiliation: e.g. 1University of Australia, Canberra, Australia

2Auckland District Health Board, Auckland, New Zealand

**Introduction/Background**

*Please introduce the key ideas about your study, topic, or issue. Make sure to clearly state your main goals and why they matter.*

**Methods**

*If you are reporting on a completed research or evaluation project then please describe the methods used. If you are reporting on an in-progress project, an innovation, or educational challenge then please describe how you will conduct the study or implement the initiative or examine ideas.*

*For a PeArLS or workshop, outline the structure and process of the session.*

**Results/Evaluation/(Aims for PeArLS or Pre-Conference Workshop)Results/Evaluation/Aims**

*If completed research or evaluation, then please report key findings. If an in-progress project, an innovation, or educational challenge then please describe the data you will collect or indicators of success. If this abstract is for a PeArLS or workshop, please outline key aims here.*

**Discussion**

*Please present issues or questions arising from the results/evaluation section here. Describe the importance. If this abstract is for a PeArLS or workshop, use this section to outline how the findings will be used.*

**References**

*Optional. A maximum of two references can be included in the abstract. These references are not part of the word count.*

*Word limit: 300*

*DO NOT include dot points, tables, diagrams or graphs in your submission.*

**Additional requirements for pre-conference workshops only**

**Outline of workshop activities**

*Describe how the presenters will engage with the audience, what strategies will be used to ensure a ‘hands on’ experience (200 word maximum)*

**Additional requirements for PeArLS only**

**Issues/Questions for exploration OR Ideas for discussion**

*Please describe the issues or list questions for exploration (100 word maximum)*

*In the past, we were able to offer delegates who were not accepted for a PeArLS and workshops presentation the opportunity to present their work as a poster or oral presentation.*

*Please indicate if you would be happy to present in a different format.*

*Yes/No*