

RCN Education Conference and Exhibition 2022

1. Terms & Conditions for accepted abstracts

- 1.1. If you are submitting an abstract on behalf of other presenters listed on the abstract submission form, please note that it is your responsibility to ensure that presenters have noted these terms and conditions.
- 1.2. If your work is accepted for presentation, the lead presenter will be sent an email confirming the programme slot week commencing **15 November 2022**. It is the lead presenter's responsibility to communicate all information about their session to co-presenters.
- 1.3. All presenters, including any co-presenters, must register and pay the conference fee to be eligible to present, regardless of whether the event is to be held in-person and/or virtually.
- 1.4. All participants selected to present papers must register by **13 February 2022**, quoting your abstract reference number.
- 1.5. Where a presenter rate is offered, only a main presenter and one named co-presenter of concurrent, ViPER or poster presentations is eligible to book using the presenter rate.
- 1.6. For Symposium submissions one presenter per paper is eligible for the presenter rate up to a maximum of 5 papers.
- 1.7. Your session is only confirmed in the conference programme when payment in full is received.
- 1.8. If the RCN opts to run the conference as a hybrid event, the expectation is that all UK based presenters should attend in-person to deliver their presentation. For the avoidance of doubt, a hybrid event combines in-person and live virtual participation.
- 1.9. The conference committee regrets it is unable to meet any accommodation, travel or subsistence expenses.
- 1.10. To review our event booking terms and conditions please visit www.rcn.org.uk/eventsterms
- 1.11. You can download a booking form at: www.rcn.org.uk/ED22 or call 02920 546460 to book your presenter place.

2. Permissions

- 2.1. All presenters are fully responsible for ensuring the content of their abstract and presentation does not infringe any existing third-party copyright or other intellectual property right.
- 2.2. Conference presenters must confirm when submitting their abstract online that they are either:
 - a. the copyright owner of the abstract or any part of the abstract being submitted for presentation at this conference or,
 - b. that they have obtained the written permission of the copyright owner(s) to present their work at the event.

This also applies to the use of any drawing, photography or other illustration, or multi-media content included in the presentation.

- 2.3. All abstracts submitted which are subsequently accepted for presentation will be published in a book of abstracts which will be made available on the website ahead of the Conference for delegates to download. The book of abstracts may also be published after the conference in electronic format and stored in the RCNs library. It is the presenter's responsibility to inform the Events Team of any amendments to details (e.g. name, job title) no less than ten days ahead of the first date of an event.
- 2.4. Please note the RCN may look to record presentations at the conference and make content available to delegates after the event. If you or any co-presenters do not wish to be identifiable in any recording, please contact a member of the Events Team.

If you have any queries regarding copyright and intellectual property please contact education@rcn.org.uk.