

## Criteria for abstract selection

For inclusion in the conference programme, the Scientific Committee will ONLY consider abstracts that meet the following criteria:

### Core criteria relevant to all modes of presentation

1. The abstract must be about a research project or a critical reflection on a research related issue (for example policy or a methodological issue).
2. Material presented in abstracts must be concise and coherent, with the focus of the abstract and its relevance to an international audience stated clearly e.g. a local study needs to be placed in some generalised context
3. The authors must make explicit what they intend to present.
4. The abstract title should be short and clearly declare the content of the abstract.
5. Abstracts of empirical studies must outline the research process and the focus of the analysis, they must indicate the month(s) and year(s) when the data were collected and provide an indication of the results. (NB an abstract will not be accepted if data has not already been collected).
6. Abstracts reporting on the results of research studies should be structured: background, aims, methods, results, discussion and conclusions. Statistics including sample size and sampling method used must be supplied where appropriate.
7. Abstracts relating to methodological papers should include: background to the method, debate, topic etc. including definition of technical terms; aims of the paper; methodological discussion/presentation; a conclusion which summarises the contribution of the paper.
8. Relevant contextual information including definitions of specialist terms must be given.
9. Authors must consider and specify how their paper contributes to the development of a generalised knowledge base e.g. a service evaluation is likely to be of little interest to an audience unless its contribution to theory, policy or future practice in different settings, is made clear.
10. All abstracts must be text (ie no graphs, diagrams) and written in English

**All accepted abstracts will be published 'as submitted'. It is therefore incumbent upon the author to ensure that the spelling, grammar and syntax is of an academic publishing standard.**

### Criteria including word limits, specific to the mode of presentation

1. The word limit must be adhered to, the AMS will automatically limit entry:
  - a) For concurrent, poster and ViPER submissions the word limit is 300 (excluding references).
  - b) For symposium submissions the word limit is 300 for each of the individual papers to be included in the symposium (excluding references, authors' details and principal author's CV).
2. Abstracts for poster, concurrent and ViPER presentations must not contain information which could identify the author/s, as these are reviewed blind.
3. For poster, concurrent and ViPER presentations, up to three references may be cited and these must be provided using the Harvard referencing system.
4. Symposium abstracts must be accompanied by a CV demonstrating the principal author's competence to deliver.