



Workshop Proposal Submission Guidelines

The Workshop Committee for IPSSW 2010 is soliciting full proposals for workshops to be presented at the 3RD International Paediatric Simulation Symposium and Workshop in Madrid, Spain.

Please read the Workshops FAQ/tips document for additional information prior to submitting.

Workshops are one of the most popular educational choices for attendees at the conference. Intermediate and Advanced workshops are especially encouraged. Accepted proposals will be identified as being part of a designated theme so that attendees can schedule their session attendance along a specific area of interest. Workshops should be submitted in one of the three categories as detailed below.

1. Education

Examples in this category include:

- Curriculum Studies and Evaluation
- Description and Evaluation of Innovative Teaching Methods
- Debriefing Methodologies
- Use and Validation of Measurement and Assessment Tools
- Computer-based Curriculum and Software

2. Patient Safety and Patient Related Outcomes

Examples in this category include:

- Certification/Assessment
- Quality Improvement
- Process Improvement / Organizational Change Projects
- Training Effectiveness

3. Technology Development and Evaluation

Examples in this category include:

- Novel adaptations of current manikins, technology and hardware/software
- Development of new hardware or software for simulation-based teaching
- Serious Gaming

Description of a Workshop:

- 60 minute session which allows participants to acquire and practice skills or to work together on common problems.
- Strategies to encourage participants' active involvement in the session are clearly defined.
- Workshops are **not lectures or panels**, but rather presentations that include



audience participation structured into the activity as discussion, hands-on demonstration, evaluation, etc.

Examples of appropriate workshop topics might be but are not limited to:

- Demonstration and application of a type of curriculum
- Demonstration and practice of a new teaching technique
- Demonstration and use of new hardware or software technology
- Interactive session to develop new perspectives

Formatting Guidelines:

Workshop proposals are limited to one page 3000 characters not including author names and affiliations, relevant experience, references, or AV needs). Example of formatted abstract available on website at www.IPSSW2010.com. Submitted workshop proposals may be revised online up until the deadline date.

For inclusion in the Conference Proceedings please bear in mind the following:

- **Abstracts must be submitted electronically via on-line submission (see www.IPSSW2010.com).**
- The title should be no longer than 300 characters.
- The name of the presenting author should be asterisked.

Proposal Review Criteria:

Accepted workshops will emphasize “hands-on” demonstration of simulation and will be interactive. Workshops will be selected based on the following criteria :

- Interactivity : How does the presenter plan to engage the learners in experiential learning?
- Content : Is the content relevant, important and interesting? Does this topic represent an area that is otherwise not covered in our conference curriculum?
- Feasibility : Is the format and agenda realistic?
- Learning Objectives : Are the learning objectives clear, concise and achievable in the timeframe allotted for the workshop?
- Experience / expertise of presenters

Proposal Submission Format:

- Workshop Title
- Presenters (name, institution)
- Introduction / Rationale for Importance
- Format of Workshop – include plan to achieve interactivity – how will you engage the attendees in interactive learning?
- Workshop Outline – Include a detailed timeline of activities
- Target Audience – Who will be interested in this topic (nurse, doctor, technician etc)? What level are you targeting (novice, intermediate, advanced)?
- Aims and Learning Objectives – Please specify 3 or 4 objectives
- References (excluded from word count)
- Equipment and AV Needs (excluded from word count)



- Ideal Size - 25-50; 50-75
- Category of presentation (see abstract submission guidelines document)
- Relevant Experience of Presenters – previous workshops given (excluded from word count)

Additional information required for submission

- COI statement (with submission) and copy of CV for lead presenter following acceptance. All faculty participants must indicate that they do or do not have a financial interest/arrangement or direct affiliation with a corporate organization that has a direct interest in the subject matter of the workshop (including manufacturer(s) of any product or provider(s) of any services.)
- Type, model and mannequin to be used if required for the workshop – we will work with the presenter to arrange for the simulators

Presentation Information

- Accepted workshops are responsible for liaising with ENIC or conference exhibitors to obtain their required simulation equipment or other resources. Read the workshop FAQ/tips for additional information.
- Each workshop room will have screen, LCD with video, PC and MAC connections, wireless mike and flip chart.

Conference Registration:

All presenting authors of workshops must pay full applicable registration.

Conflict of interest:

All presenting authors must indicate that they do or do not have a financial interest/arrangement or direct affiliation with a corporate organization that has a direct interest in the subject matter of the abstract (including manufacturer(s) of any product or provider(s) of any services.)

Deadlines

- Submission close: May 14th, 2010
- Notification: by June 14th, 2010

2010 IPSSW Conference Committee

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