

# Abstract writing and presenting

## *Ready, Steady, Go!*

### RCOT Conference Development Team Members

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# Workshop Overview

- Learning outcomes
- ***Get ready***: something to share?
- ***Get steady***: guidance and tips
- ***Go***: get writing!
- What comes next: presenting
- Final thoughts

# Learning outcomes

- To dispel the perceived myths and barriers about writing abstracts, gaining tips and advice on successful abstract writing and presenting at a conference/event.
- To identify an aspect of your work you could share with the occupational therapy community, producing an outline abstract to take away and refine.

# Why present at a conference?

- To share knowledge, skills, innovation and developments.
- To engage in discussion about your area of practice.
- To build networks with those working in similar areas.
- To facilitate learning opportunities across the RCOT Career Development Framework's four Professional Pillars. (RCOT 2017)

*If you develop your abstract writing and presenting skills you can apply them to any conference or event.*

# Myths and barriers

“I don’t have anything of interest to share with others.”

“We don’t do anything different or innovative.”

“Surely only academics and researchers write abstracts and present at conferences.”

“I wouldn’t know where to start to write an abstract!”

“I don’t have time!”

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# Get Ready!

***Think you have nothing to share?  
then think again...***

## **Group Activity:**

- Reflect on what you do in your practice: what inspires you or is perhaps innovative?
- Share your ideas with others, see what they think.
- Identify an aspect of your work that could be valuable to share with other occupational therapists, or the wider community.

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# Get Steady...



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**Follow the signs  
which can support  
you to get on the right  
path to submitting an  
abstract.**



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# What does a good abstract look like?

- Meets the call for submission guidelines
- Grabs attention! (what's hot?)
- Has an informative summary
- Pays attention to detail
- Sticks to the word allowance
- Uses correct referencing
- States the ethical issues / approval



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# Practice Development

## Demonstrates:

- How work takes account of context for current political/professional/educational and/or theoretical drivers locally, nationally or internationally
- An indication as to how and why the practice development is of value to the profession
- A description of the practice development and its evaluation
- An overview of the impact on service users, carers or others, as well as an economic value. (RCOT Annual Conference 2019)

# Research

## Demonstrates:

- Research purpose and aims – sets the scene
- Research design and methods – what did you do?
- Results – what happened/what did you find?
- Conclusions and reflections on the impact for occupational therapy practice and service users and/or theory. (RCOT Annual Conference 2019)

# *Go: get writing!*



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**Start your  
abstract writing  
journey today...**

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# Put pen to paper...

## Individual activity:

### Using Brown's 8 questions

- Who is your audience?
- What did you do?
- Why did you do it?
- What happened?
- What do the results mean in theory?
- What do the results mean in practice?
- What are the key benefits?
- What remains unresolved? (Brown 1994/95)

*Begin to  
formulate your  
ideas*

# Handling what comes next!

## Successful abstract submission



## Presenting at conference

# Presenter tips

- ✓ Refer to the guidance available on your presentation format.
- ✓ Prepare your presentation materials in advance (e.g. PowerPoint, Poster).
- ✓ Practice and rehearse – you can't run over so get your timing right!
- ✓ Give a mock presentation to colleagues – ask for honest feedback.
- ✓ Use a checklist – make your own if one is not provided.

# Final thoughts

You too can overcome any barriers and develop an idea into an abstract to submit for a conference:

- ✓ Read the guidelines
- ✓ Look at examples
- ✓ Find a mentor or critical friend
- ✓ Have confidence and give it a go!



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# Resources

- Royal College of Occupational Therapists (2018) *Strategic Intentions 2018-2023*. London: RCOT.
- Royal College of Occupational Therapists (2017) *The Career Development Framework: guiding principles for occupational therapy*. London: RCOT.
- Brown R (1994/95) *Write right first time*. In Literati Newsline. Available at: <http://webarchive.org.uk/19971014014626/http:mcb.co.uk/literati/write.htm>
- Council for Allied Health Professions Research (n.d.) *Top Tips: Getting your abstract accepted*. London: CAHPR. Available at: <http://cahpr.csp.org.uk/content/cahpr-top-ten-tips>
- The RCOT Annual Conference Abstract Books form a supplement issue of the British Journal of Occupational Therapy each year (BJOT). (RCOT members can access BJOT by logging in via the RCOT website [www.rcot.co.uk](http://www.rcot.co.uk)).
- Guidance and any Frequently Asked Questions for abstracts and presenters available for each specific 'Call for Abstracts'.



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