

## Medical Education Abstract Form Instructions

**Residents or fellows must be an author AND be the presenting author from on one of our residency training programs: medical, podiatry, pharmacy, physical therapy from the Jacksonville campus**  
**Abstracts are due Friday March 18, 2022 by 11:00pm.**

Medical education research may include evaluation of the transfer or acquisition of knowledge, attitudes or skills in any topic relevant to human health among any type of learner, including health professionals, students in the health professions, and patients. (John Hopkins)

### **ABSTRACT PREPARATION**

The Abstract should adhere to the following guidelines:

**Abstracts\* are limited to 2,500 characters (includes spaces and punctuation). Best practice is to create your abstract in a WORD document following the structure below and copy and paste the abstract into the online form found at <https://forms.gle/e9um1iURZJqKuFQg8> :**

\*Abstracts larger than the 2,500 characters will not be able to be submitted. Your title and authors are not part of the 2,500 characters and will be entered into a separate field than the body of the abstract. However, the subheadings do count in your character count. You will be able to upload one table, figure or photo to accompany your abstract. You must identify a faculty mentor by an \*\* in the authors list and your abstract must be reviewed by your mentor. Be sure to proofread your abstracts, as they will be published on the website.

*Abstracts are submitted electronically via Google docs. This requires you to use a Google Account (gmail account). If you do not have a gmail, it is easy to create at <https://www.google.com/account/about/>. When adding your email in the form, use your UF Jax email as we may use both emails to communicate with you.*

**TEXT:** Structure the body of the abstract in the following manner, making sure to address each heading:

**Title:** As a sentence.

**Authors:** List authors (\*the presenting author), department, and institution; an \*\*denotes faculty mentor

**Background or Introduction:** A brief description of existing scholarship/literature regarding the topic ending with the purpose of, or reason for, the educational project and educational objectives if applicable.

**Methods:** Describe educational approach, and answer the Who, What, Where, When, Why, and How?

**Results:** A summary of the outcome(s) of the work (describe implementation results; number of learners & type; include data such as learner satisfaction, pre-& post-test results or analysis of focus group or interviews) that coincides with your methods section.

**Conclusions:** A brief discussion of the conclusion(s), including relevance for medical education and suggestions for future directions if appropriate, and limitations.

- If this is an innovative project, highlight the uniqueness of the work.
- If this is an IRB Approved or Exempt IRB-approved project, be sure to upload the appropriate IRB letter.

***Resources that may be helpful in completing a medical education abstract include:***

- <https://www.appd.org/meetings/2012SpringPres/WS19Handout5.pdf>