



# Submission Instructions

ISPO Canada & OAPO Virtual Educational Session

October 24, 2020

## RESEARCH in PROSTHETICS & ORTHOTICS Submission instructions

**Submission Deadline: FRIDAY, September 11th, 2020 @ 11:59 PM PST**

This document provides detailed instructions on submitting your work as one of the following types of abstracts to be presented at the ISPO Canada & OAPO AGM and Educational Session 2020.

- Research
- Clinical Innovation

### **1. OVERVIEW**

All submissions for the ISPO & OAPO Education session 2020 will be reviewed by judges who are experts in the field. Accepted abstracts will be pre-recorded virtual presentations shown at the educational session and published in the session proceedings, which will be made available online.

#### **Presentations**

Authors of accepted abstracts will be expected to pre-record their presentations to be shown on October 24th, 2020.

### **2. SUBMISSION DEADLINE**

Submit abstracts online via the ISPO Canada email at [AGMabstracts@ispocanada.ca](mailto:AGMabstracts@ispocanada.ca) **no later than 11:59 PM PST on Friday, September 11th, 2020.**

### **3. TOPIC AREAS**

ISPO Canada will be open to anything in the field of prosthetics and orthotics. Some examples of topics that would be considered include lower limb orthoses, wheelchair and seating, robotic devices, and exoskeletons.

### **4. REVIEW CRITERIA**

Each paper will be reviewed according to the criteria for a research presentation – i.e., background, methods, results, and discussion/conclusion.

## **5. NOTIFICATION**

Once you submit your abstract, a review period will follow. The Reviewing Committee will choose abstracts and inform those chosen within a 1-week period.

## **6. FORMATTING YOUR ABSTRACT**

### **Abstract Structure and General Style Guidelines:**

Please use the following heading for your abstract:

- Background
- Methods
- Results
- Discussion/Conclusion

PLEASE NOTE: Your abstract should not exceed 2000 characters with spaces (~300 words).

Naming your Files: All files should be submitted in an editable format (.doc or .docx), rather than a PDF. Please name your files using the title of your abstract.

## **7. SUBMITTING YOUR ABSTRACT**

Papers must be submitted via email no later than Friday, September 11th, 2020 [11:59 PM PST]. To submit your paper email [AGMabstracts@ispocanada.ca](mailto:AGMabstracts@ispocanada.ca). Please include the title of the abstract and the submitting authors' last name in the body of the email message.

If you have problems submitting your abstract, please contact the ISPO Canada at [ispocanada@gmail.com](mailto:ispocanada@gmail.com) with subject line "[ISPO / OAPO Educational Session 2020]."

### **Submission Checklist**

- Abstract is saved as .doc or .docx, and files are no larger than 5MB.
- Submit abstract via email at [AGMabstracts@ispocanada.ca](mailto:AGMabstracts@ispocanada.ca) unless unable to do so due to technical or disability-related reasons.
- Alternative text has been uploaded for all non-text elements