**Breakfast Seminars**

Breakfast seminars are 60 minutes in length and generally involve 1 Chair and a maximum of 3-4 speakers. This 60-minute interactive session should include approximately 40 minutes for presentation of material and 20 minutes of interactive discussion with attendees. Attendance may be limited to 50 people in order to encourage audience participation.

The content of sessions should be current, applicable and balanced and supported by best available evidence. Sessions may be more didactic compared to instructional courses. Handouts and references are expected to be provided to participants and it is the responsibility of the presenters to have enough handouts for all attendees. An adequate amount of time needs to be allocated for questions. The role of the Chair is to provide leadership throughout the session.

Your session should include the following:

* Content should be current, evidence based, practical, applicable and balanced.
* Prepare questions to encourage participation in the 20-minute interactive portion of your session. Please consider carefully how you will engage conference attendees who may be online as well as those who are in person at the conference venue.
* Prepared background material (handouts, references) are required and should be made available prior to or at the meeting. Handouts submitted electronically prior to the meeting will be included on the conference website. Prior permission must be obtained to duplicate copyrighted materials. Instructions on the electronic submission of course handouts will be sent to accepted presenters closer to the date of the conference.

The submission portal will ask you to enter the title and author details directly, these should not be entered onto the abstract page. Make note of the following -

*Title: S*hould beno more than 20 words

*Chair/Presenting Author:* Please indicate the Chair of the Breakfast session

*Presenters/Authors:* Please list no more than 3 presenters

**Breakfast Seminar Template**

Please use the below template to draft your abstract and copy and paste directly into the abstract submission portal.

*Objectives:* Please list between three (3) and five (5) objectives of the Breakfast session, indicating what participants will gain from attending.

*Summary:* Please provide a summary of the content of the Breakfast session. Breakfast sessions are up to 60 minutes in length and aim to provide formal instruction or an update on a theme or area of clinical research or clinical practice. Use a maximum of 300 words, summaries that exceed the word limit will not be accepted. Accepted breakfast abstracts will made available on the conference website so conference attendees can select breakfast preferences during their registration process.

*Target Audience:* Please indicate who the content of this Breakfast session targets

*Level:* Beginner, Intermediate or Advanced

*Pre-requisites:* Please list any prerequisites participants may require or any pre-reading that would benefit participants.

*Minimum and maximum numbers:* Please indicate if there a minimum or maximum number of participants required to ensure the success of your session