**Instructional Courses**

Instructional Courses are 90-minutes in length, providing formal in-depth instruction for continuing professional education combined with audience participation and interaction. A strict 400 word count, will be imposed on the length of the body of the abstract.

Instructional Courses are an extremely important component of the conference. Based on feedback from previous courses, we recommend that authors structure their course according to the following guidelines:

* Content should be current, evidence based, practical, applicable and balanced.
* The most positively evaluated courses are those which encourage audience participation in a variety of ways throughout the session. Please consider carefully how you will engage conference attendees who may be online and in-person at the conference venue.
* Careful consideration should be given to the number of presenters. Involvement of two or three presenters is suggested. Having too many presenters often results in loss of continuity and inefficient use of time.
* Handouts are required for any accepted abstract for instructional courses. 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 submitting handouts will be sent to accepted presenters and posted on the conference website.

Specific workshops around the conference theme may be solicited by members of the Scientific Committee who will contact a potential presenter and request they consider submitting a workshop abstract. Any submitted workshop abstracts will undergo peer review as per the same process as free paper/poster abstracts. If there are a large number of submitted workshops, the Scientific Committee may decide to offer applicants a breakfast session particularly if the proposed content will be delivered in a more didactic rather than interactive way.

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

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

**Instructional Course 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 Course/Workshop session, indicating what participants will gain from attending

*Summary:* Please provide a summary of the content of the Instructional Course/Workshop. Instructional Courses/Workshops are interactive presentations, 90-minutes in length aimed at providing an update on a theme or area of clinical research or clinical practice. Use a maximum of 400 words, submissions that exceed the word limit will not be accepted. Accepted workshop abstracts will made available on the conference website so conference attendees can select workshop preferences during their registration process.

*Interactive Element:* Please describe the interactive element/s of your presentation, including how you will engage with an in-person and virtual audience.

*Target Audience:* Please indicate who the content of this workshop 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