



IADMS International Association
for Dance Medicine & Science

**ANNUAL CONFERENCE
ABSTRACT SUBMISSION &
PRESENTATION GUIDELINES**

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STEP 1: Call for Presentations

IADMS welcomes presentation submissions for our future Annual Conference and Special Interest Days. We are looking for groundbreaking research and ideas in the field of dance medicine, dance science, dance education, and/or dance for health. By submitting an abstract you may have the opportunity to present at our conference along with esteemed colleagues and other industry professionals from around the globe.

The *Call for Presentations* is posted online and sent to the IADMS constituency in January prior to the IADMS Annual Conference. Presentations are to be submitted by **March 1** as a 350-word maximum abstract via the [IADMS Conference Online Management System \(COMS\)](#). No revisions will be allowed after the abstract is officially submitted; therefore, it is recommended that all research be completed and all results finalized by the submission deadline. If your research study is not complete by the March 1 submission deadline you can submit using a “Proof of Concept” option, meaning you will refrain from including results and conclusions in your abstract submission(s). Final study results should be presented at the conference. No “Proof of Concept” submissions are eligible for student research support. See further details below in the “Prepare your Abstract – Abstract Requirements” section.

STEP 2: Prepare your Abstract

- **Abstract Requirements**
- **Presentation Format**
- **Presentation Type**
- **Ethics Review – Human Participation Research**
- **Presenting Authors**
- **Deadlines**
- **Language**
- **Recommended Reading**
- **Student Research Support**

Abstract Requirements: When writing your abstract do not include author(s) name, affiliations, or any identifying factors, so to keep the review process objective. Abstracts must be in English; any abstract submitted in another language will not be reviewed.

Each abstract must adhere to a 350 maximum word count and must include the following required headers for the abstract to be accepted:

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- **Purpose:** Identify the specific question you set out to answer or the specific objective of the study.
- **Methods (participants, setting, equipment, procedure):** State whether a human subjects committee approved your study and if participants gave consent (*See Ethics Review section below*). As most appropriate for your study, describe the design, participants, the methodological procedures, and analysis.
- **Results and Discussion:** Present the results and succinct relation to current literature.
- **Conclusion:** Summarize your conclusions, highlighting their relevance to treating, training, or conducting research with dancers and implications for future research in dance medicine and science.
- **For Proof of Concept abstracts only:** If research is incomplete upon the March 1 deadline, please refrain from including a Results and Conclusion section in your submission. This will automatically subject you to a “Proof of Concept” abstract submission.

Presentation Format: Applicants must note their preferred presentation format in their submission. You can also note your second and third choices. The Program Committee determines the official presentation format for each abstract, and the author will be informed of that choice when the abstract is accepted-

Presentation format(s) available:

- **Poster Presentation:** Posters are on display during the conference with a formal presentation time.
- **Lecture Presentation:** (10 or 20 minutes, lecture) PowerPoint lecture-based presentation including time for questions.
- **Allegro Presentation:** (6 minutes, lecture) PowerPoint presentation wherein slides change automatically every 30 seconds with twelve slides maximum - not including title/author or disclosure slide. Questions for all authors take place following the session.
- **Interactive Forum:** (50 minutes, lecture) PowerPoint presentation with two or more speakers (preferably from different disciplines) covering one area in depth, with maximum audience participation.
- **Practical Interactive Workshop:** (50 minutes, movement) Studio-based lecture/demonstration format with two or more speakers (preferably from different disciplines) covering one area in depth, with maximum audience participation. *No AV provided.*
- **Movement Session:** (50 minutes, movement) Studio-based experiential learning/movement-based session, with maximum audience participation. Minimum of two speakers. *No AV provided.*

Presentation Type: When submitting your abstract, you will select which presentation type best suits your study. The five presentation types include:

1. ***Intervention Research*** includes studies in which researchers arrange (or follow) a systematic change in conditions to determine: a) the effects on a physical capacity, skill, or performance relevant to dancers, or b) the improvement on health and wellbeing as a result of dance practice. Clinical and experimental research are the most common types of intervention research but other systematic efforts to measure the effects of an intervention, including qualitative studies and intervention-based case studies and series may be included.
2. ***Descriptive Studies*** describe phenomena systematically to reveal patterns and connections that might otherwise go unnoticed. Descriptive studies include normative, epidemiological, and correlation studies, as well as non-intervention case studies and qualitative studies.
3. ***Conceptual Analysis*** can be constructed from a review of literature and can be quantitative and/or qualitative forms of research.
4. ***Practitioner Wisdom*** allows experienced practitioners to share insights based on extensive professional experience. Experts can be teachers, physicians, psychologists, clinicians, choreographers, dance educators, and dancers who: a) train, treat, and/or educate dancers; or b) teach dance to improve health and wellbeing.
5. ***Movement Sessions*** emphasize movement by the audience and essential aspects of the presentation are revealed through movement or other direct experience. Experiential presentations (imaging, relaxation, etc.) may be included in this category. Ideally, movement sessions are practice-based or practice-led in nature.

Ethics Review – Human Participant Research: All original research involving human participants must be reviewed and approved by a research ethics committee [also known as an ethics review board, or institutional review board (IRB)]. *Human subjects research that has not been reviewed and approved by an ethics board by the time of abstract submission will not be accepted for presentation.* If you have questions regarding these ethics requirements, please contact the Program Committee (programchair@iadms.org).

Presenting Authors: The contact email provided online must be for the presenting author. A person may be the presenting author on up to two abstracts. The Program Committee will not review additional submissions or consider them for inclusion in the IADMS Annual Conference. A person may be a secondary author on an unlimited number of abstracts. The principal investigator or project supervisor, especially for student submissions, must be one of the named authors on a submission. Only the presenting author(s) must submit a professional biography upon abstract submission. The Program Committee must approve any presenter changes before August 1, and it is the submitter's responsibility to communicate the change to both parties.

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Deadlines: Once an abstract is accepted presenters must adhere to required deadlines. Notifications are sent out via the COMS system to all listed presenters so we ask that you ensure that all presenters' emails are correct and check your inbox and spam folders for these notifications. Missed deadlines can result in your abstract being pulled from the program.

Language: The official language of IADMS is English. All abstracts will be reviewed in English and all presentations should be given in English. Presenters from English-speaking countries should be aware however, that English is not the native language for many of the attendees. Presenters are advised to prepare their lectures accordingly.

Recommended Readings: Each abstract is required to have one, up to three maximum, recommended readings. Chicago Style citations requested.

Student Researcher Support: Students whose abstract is accepted for presentation at the IADMS Annual Conference will be invited to apply for the *Student Research Award* and/or the *Student Researcher Travel Fund*.

Student Research Award provides a \$500US stipend and complimentary registration for the IADMS Annual Conference to a student or recent graduate who has conducted especially promising research in the field of dance medicine and science.

Student Researcher Travel Fund provides a \$250US stipend and complimentary registration for the IADMS Annual Conference to two or more students or recent graduates. The number of travel grants awarded each year depends on the funding available and the quality of the papers submitted.

Qualifications: For either award, the student researcher must be the primary investigator and the primary presenter. In addition, the research must have been conducted within one year prior to the submission date and while the student was enrolled in a full-time degree-seeking course of study.

Application: To apply for either award, when submitting an abstract in accordance with the IADMS Call for Presentations, indicate that you wish to be considered for a student award by checking the appropriate box in the on-line submission form.

Extended Abstract: If your presentation is accepted for the IADMS Annual Conference, your proposal will go through an initial blind review process through the Research Committee. If your study is selected, you will be invited for a second round of review; wherein you will be asked to submit an extended abstract that includes the abstract and keywords, introduction and objectives, methods, results, discussion, conclusion, and recommendations for future research.

Extended abstracts should not exceed 4 pages, including references (up to 15 maximum), and must adhere to the following formatting: Times New Roman, 12-point font, left-justification, and double-spaced. Page margins are 2.5 cm from right, left, top, and bottom (i.e., normal default within Microsoft Word). Figures and tables may be included. Please acknowledge your research grant, organization, and/or scholarship where relevant.

Announcement: Winners will be notified and announced on the IADMS website and social media outlets prior to the IADMS Annual Conference. Awards will be given at the IADMS Annual Conference's Opening Remarks.

Questions about the student research awards should be emailed to the Research Committee (research@iadms.org) with 'Student Awards' in the subject line of your message.

STEP 3: Prepare Your Presentation

- **Target Audience**
- **Purpose**
- **Disclosure**
- **Abbreviations**
- **Language**
- **Lecture Presentations**
- **Interactive Workshop & Movement Sessions**
- **Poster Presentations**

Target Audience (not exclusive): Athletic trainers, bodywork practitioners, dancers, dance educators, dance/sports science researchers, movement therapists, physical therapists/physiotherapists, physicians, psychiatrists, psychologists, somatic practitioners, sport-medicine professionals, and surgeons.

Purpose: Presenters should address applicability of research findings to dance/dancers' health and wellness, education, and/or medicine.

Disclosure: All presenters are required to complete a disclosure form when accepting their presentation format and must disclose any financial relationships, or lack thereof, in their presentation. Lecture presenters must include a disclosure statement in their second slide; movement session presenters must make an oral statement; poster presenters must place a statement at the bottom of their poster.

Example Disclosure Statements:

No Disclosure – “[Insert presenter name(s)] have no financial disclosures that would be a potential conflict of interest with this presentation”

Financial Disclosure – “[Insert presenter name(s)] have the following financial disclosures: [Insert disclosure specifics]”

Abbreviations: Avoid the use of abbreviations. If used, ensure full text for the first use of the abbreviated item, with abbreviation noted in parenthesis for future reference.

Language: Presentations must be given in English.

Lecture Presentations (AV):

- PowerPoint Due Date: October 1. Due to accreditor regulations, NO changes can be made to the presentation once submitted.
- Presentations must be submitted via COMS or can be sent via WeTransfer to conference@iadms.org if the file size is too large.
- PowerPoint Format: Microsoft PowerPoint in 16:9 or 4:3 ratio. No other format will be accepted; Mac users do NOT use Keynote when creating your presentation.
- Font Type: Arial or Times New Roman
- Computers: PC will be used at venue. Mac adaptors are unavailable. Presenters are not allowed to use their own computers when presenting.

Interactive Workshop & Movement Sessions (No AV):

- No Audio-Visual available for these sessions.
- Any additional props/supplies needed must be brought by presenters, including paper handouts (50 copies are recommended).
- Prior to the conference, all-live demonstrations with human demonstrator must be approved and have signed consent and liability forms for each participant. *IADMS is not responsible for any injury/illness/medical condition or other adverse effects as a result of participation in these activities.*

Poster Presentations (No AV):

- Dimensions and layout: *TBA based on venue*
- Font Sizing Minimums:
 - Title - 4 cm (1.5 inches), at least 96-point font
 - Authors, institution, major headings - 2.5 cm (1 inch), 48-point font
 - Minor headings and labels - 1.25 cm (1/2 inch), 36-point font
 - Body text - at least 1 cm (3/8 inch), 24-point font
- Do not place the IADMS logo on your poster.
- Poster Competition: There are two poster competitions: Student Award and Professional Award. To be eligible, the first author of the poster must be physically present at the poster session to communicate with judges. The poster title must match identically with the

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conference listing. All required presentation elements as described above (e.g. ethics committee approval, financial disclosure, etc.) must be included on the poster.

- Contact information should be provided (e.g. email address) so feedback can be rendered to the first author/creator of the poster.
- For questions regarding the poster competition please contact the Research Committee (research@iadms.org)

General Questions: conference@iadms.org.