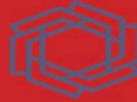# Doctors of Nursing Practice
Online Community - Practice Innovation - Professional Growth

Academy of Doctoral Prepared Nurses
INNOVATION | COLLABORATION | IMPROVED OUTCOMES

Journal of the Academy of Doctoral Prepared Nurses
—— DISSEMINATION | PROFESSIONAL GROWTH | IMPROVED OUTCOMES ——

18th National Doctors of Nursing Practice Conference
and
Academy of Doctoral Prepared Nurses Summit, 2025
Key West, FL, Opal Resort
July 8-10, 2025

This document provides information about abstract submission, review, selection, and presentation preparation and delivery. Please download and review the criterial carefully to complete your abstract submission and assure a smooth presentation is selected.

Conference Theme: Advocacy and Equity: Collaborative Approaches to Improve Population Health

Selection of submitted abstracts depend on how well it aligns with the conference theme, and address the conference objectives:

Objectives
- Identify large-scale collaborative possibilities to address access and equity in health care delivery,
- Articulate skills needed to apply evidence to practice inspiring change and generate sustainable health care outcomes,
- Demonstrate benefits of incorporating strategies in developing interventions to incorporate equity, and,
- Share examples of how technologies enhance advocacy and services.

Submission Deadline
All submissions must be completed by **11:59 PM Eastern, May 10, 2025.** No submissions or edits will be accepted after the deadline. **Presenters selected will be notified by May 30, 2025, and must have the completed presentation submitted no later than June 15, 2025.**

All presenters attending the conference listed on the abstract submission are expected to register and attend the full three-day conference. All authors listed on the submission must complete a TERMS AND CONDITIONS FOR SPEAKERS/AUTHORS form. It is the responsibility of the **primary author** to assure that all documents are included before submitting the abstract. The abstract will not be accepted if information is missing.

Please note, only primary authors may submit abstracts and agree to be the point of contact for all correspondence. *Primary authors must have earned their terminal degree by the time of the conference to be considered for presentation. Primary authors may submit only one abstract for the conference. Please do not submit multiple items. Only one will be reviewed.*

Once an abstract is accepted for presentation, changes to the list of authors including credential and affiliations may not be made. Presenters cannot be added, and substitutions will not be accepted. The primary author must attend and present.

The primary author is the point of contact for all communications regarding the 18th National DNP Conference. This person will be responsible for assuring that the abstract submission process is complete, and all presenter TERMS AND CONDITIONS FOR SPEAKERS/AUTHORS forms are complete and uploaded for review by the conference nurse planner.

<u>Review and Acceptance</u>
Notification of abstract selection or non-selection status will be sent **via email** to the primary author on May 15, 2025. The primary author/presenter will be required to confirm his or her conference attendance and ability to present. All other authors that will attend the conference must also confirm their plans to attend and present. **Please be sure that email addresses provided in the abstract submission process are valid, and that your system settings allow you to received mail from Doctors of Nursing Practice, Inc.** We strongly urge you to send yourself a test email from the login page of the abstract submission site.

<u>Invited presentations will be scheduled only after the *Primary Author* has completed their conference registration.</u>

If you do not receive notification of acceptance or non-selection for your abstract by May 30, 2025, please send an email inquiry to conference staff at **skco@dnpinc.org** o**r** **info@DNPInc.org**

<u>General Presenter Requirements</u>
If accepted for presentation, **all presenters must register for and attend the conference and be available to present on any of the three days of the conference and may be scheduled to present more than one time.** Registration fees for presenters are discounted. Presenters assume all costs related to travel, accommodations, and registration. Failure to register will result in the forfeit of the presentation.

The abstract submission system includes the following key elements and limitations:

Author Bio sketch sections   **(100-word limit)**
Full Title of Potential Presentation   **(20-word limit)**
Purpose/Goal of the Presentation   **(50-word limit)**
Official Abstract   **(500-word limit)**
References   **(200-word limit)**

Presenter requirements:

- Assume responsibility for obtaining all copyright permissions for content.
- The *Primary Author* for the presentation must submit an electronic version of the presentation (Poster, mini-podium, or breakout podium presentation) by **11:59 PM Eastern, June 15, 2025.** *Modifications cannot be made after that deadline, nor will the presenter be able to upload their presentation during the conference*.
- **Once the presentation has been received, no changes may be made to the abstract or poster.**
- Handouts of all presentations (poster, mini-podium, and breakout podium) are recommended for distribution to interested conference attendees. Provision of these handouts is the responsibility of the presenter. We recommend you bring 100+ printed handouts. The conference organizers will not provide printed copies of handouts for conference attendees.
- Laser pointers will not be provided so please bring your own if you would like to use one.
- All presentations will be recorded, so please be sure to speak into the microphone and help to assure that all audience questions are also recorded.

Hard Copy Student Poster presenter requirements:
(Note – this is for students to display their work for feedback and discussion in the conference.)

- Poster title, author(s) name, and institution where the work was completed should be displayed centered across the top of the poster. Include contact information.
- Format text and images so the reader can follow the flow easily. We suggest dividing your poster into three to four columns.
- Poster presenters are responsible for obtaining all copyright permissions for content and images. Creative Commons has free images available [here](#).
- Use sans serif fonts for titles and headings (e.g., Arial, Franklin Gothic, Helvetica, Tahoma, Trebuchet or Verdana). Use Serif fonts for the body (e.g., Times New Roman, Palatino). Do not use all CAPS as it is hard to read. Poster presentations may be viewed from distances; all lettering should be at least 3/8" or 24-point font.

A tack board will be provided. Recommended size of actual poster is 42" x 60".

When creating your poster using PowerPoint, always set your page size before designing the poster. Follow the guide above to set the page layout in landscape/horizontal orientation. If you change the size after content is added, it may become distorted.

Note: Hard-Copy Poster presenters are responsible for transporting the poster to the conference. We recommend shipping it to yourself at your hotel so you can retrieve it at check in. Hotel storage fees may apply and are not covered by Doctors of Nursing Practice/Academy of Doctoral Prepared Nurses.

Digital Poster presenter requirements:
- **As this is a digital poster presentation, please do not bring a hard-copy poster to the conference for display**.
- **All presentations must be submitted in PPT or PPTX format (Standard 4:3)**. Please do not send your presentation in PDF as it cannot be accommodated.
- **Poster presenters will be required to provide a 10-minute oral presentation**.
- In the single-slide poster presentation include the following in large font centered at the top of the poster:
  - Presentation title
  - Author(s) name
  - Institution or organization where the work was completed.
  - Include the address, phone number and email address of the primary author.
- Deliver the poster presentation in a methodical sequence so that others can follow the logic of the presentation. A good method is setting up the poster in a column format so that individuals can read your poster, first vertical, then top to bottom, and then left to right.
- **Use a type size that can be read easily from a considerable distance (4 feet or more).** Try using a type between **18-22 pt**. The title should be larger than the rest of the text. Select a font such as Times New Roman, Arial, or Helvetica.
- Posters should stimulate discussion, not give a long presentation. Therefore, **keep text to a minimum, emphasize graphics,** and make sure every item in your poster is necessary.
- Space your information proportionally: divide your poster either horizontally or vertically into three or four sections and place your materials within those spaces. **(Standard 4:3)**
- Approved versions of posters will be loaded onto the DNP Conference Web Site prior to the conference, provided releases have been given and the materials are approved before the deadline for the site. They may also be loaded onto the conference mobile app.
- Submit all Power Point (PPT) via email to skco@dnpinc.org or info@dnpinc.org no later than the deadline listed in the invitation letter.

Mini Podium presenters will be required to:
- Have 20 minutes for the presentation with a **7-slide maximum** excluding title and reference slide. This 20-minute presentation includes time for any questions or answers from attendees.
- Submit all Power Point (PPT) via email to skco@dnpinc.org or info@dnpinc.org no later than the deadline listed in the invitation letter.
- Provide the title of the conference on the first slide.

Breakout Podium presenters will be required to:

- Have 45-50 minutes for the presentation and 10-15 minutes for questions and answers.
- Submit all Power Point (PPT) via email to skco@dnpinc.org of info@dnpinc.org no later than the deadline listed in the invitation letter.
- Provide the title of the conference on the first slide.

The above expectations are included in the online abstract submission form that can be found on conference home page. If you have questions, please reach out via email to skco@dnpinc.org or info@dnpinc.org.

Thank you for your consideration and dedication to presenting at this year's event.

2025 DNP National Conference and Academy Summit Abstract Submission Criteria   5
1200 4th Street, Suite #232, Key West, FL 33040   V 888.651.9160, F 888.316.6115
www.DoctorsofNursingPractice.org   info@DoctorsofNursingPractice.org