

Emergency Management Association Georgia (EMAG) Emergency Management Summit and Training Abstract Criteria

Presentation Format

There are two presentation categories:

1. Oral presentations: Sessions are 75 minutes (including Q/A) and are designed to be interactive and produce identifiable outcomes. Presentations may be made by single or multiple presenter(s), or in panel formats. You will be asked to indicate which of the following tracks your proposed presentation would align with best: Emergency Management, Public Health or Healthcare Coalition.
2. Posters: Displays of innovative practices and award-winning programs, documents and ideas/questions. Posters will be placed throughout the conference and presenters will be available at select times to answer questions about the materials displayed. The conference will not fund poster presentations.

Submission Guidelines

1. Terms and Conditions
 - Identical Policy
Presentation material presented at the meeting must be substantively identical to that described in the abstract. In particular, the title, authorship, and scientific content of the presentation at the meeting must match that in the abstract.
 - Author Consent
Authors may not be listed on an abstract unless they have given their consent to the presenting author. All material must be the work of authors listed.
 - Presentation Agreement Remuneration
Abstract submission implies an understanding that the authors will receive no remuneration from EMAG for their participation other than that specified in writing by EMAG.
 - Permission for Use of Name and Likeness
Authors give EMAG, its agents and representatives the right to use their names and likeness in promotional and other material published in relation to the meeting.
 - Indemnification Agreement
Authors agree to indemnify and hold harmless EMAG, its agents and its representatives should the material presented or provided for publication be determined to defame, libel or slander an individual or organization, violate the confidentiality of any individual or organization, or infringe on another's copyright.

2. Submission Deadline

- Abstracts must be received by November 1, 2016.
- Abstracts must be in Microsoft Word format.
- Abstracts should be sent to Matthew Crumpton at matthew.crumpton@dph.ga.gov.

3. Required Content – Abstracts must include the following information, as indicated on the form:

- Primary Presenter Contact Information
- Type of Presentation (Oral or Poster, Single or Multiple Presenters, Panel)
- Program Categories (Poster presenters may leave this blank.)
- Presentation Title (75 Characters Maximum)
- Presentation Description (150 Words Maximum – for use in program, web, etc.)
- Abstract (350 Words Maximum)
- Learning Objectives: Define three objectives you intend the audience to achieve by the end of your presentation. (250 Characters Maximum)
- Contact Information for Co-Presenters
- Short Biography for Each Presenter (200 Words Maximum for Each Presenter)

Next Steps

Abstract Review – The Conference Planning Committee will carefully review abstracts. Not all abstracts will be accepted and some oral presentations may be referred to a poster presentation. The Conference Planning Committee, at its discretion, may also combine similar oral presentations into a panel presentation. You will be notified via email about abstract status by December 31, 2016. Please, make sure your email address is correct.

Registration and Travel Costs – Presentations that are accepted will receive conference registration fee and lodging for up to two presenters.

All speakers will be required to submit a financial conflict of interest disclosure form.

Please note: all presentations will be posted on the conference website following the event.

For More Information

If you have any questions about the abstract submission process, please contact Matthew Crumpton at matthew.crumpton@dph.ga.gov .