



## COINN 2026 Late Breaking Abstract Guidelines

### Preparation

- Please read the '*Tips for writing a good abstract*' and '*Guide for main points of an abstract*' sections below for general guidance.
- All listed authors must have reviewed and approved submission of the abstract.

### An abstract is required to be submitted for **oral** and **poster** presentations and should follow the:

- Abstract section headings (options provided in Appendix 1)
- Oxford Abstract Platform instructions for submitting your abstract

### **Tips for writing a good abstract**

- The focus of all abstracts is not the same; so, determine the main focus of 'your story'.
- Abstracts are structured highlights of the overall presentation or poster and should be focused on the main points.
- Always take note of the prescribed format instructions outlined (subheadings, font size, length) and comply with them.
- Abstracts are expected to be a short, succinct summary.
- Use short, clear sentences.

### **Guide for main points of an abstract**

- ✓ **Title:** this should be a concise summary of the abstract. Link key features together to convey your message.
- ✓ **Background/Introduction/Problem:**
  - Try to limit to 4 or fewer sentences. Start with a sentence that summarises previous work, which should link to the 'why' for your work.
  - Content states why this study/project/work is important/why it matters/what it will add to the science.
  - Content should relate directly to the purpose, aim/s, question/s or case study.
  - Should be able to state the purpose/aim/s in no more than 2 sentences. Begin "the purpose/aim/s of this study/project were to..."
- ✓ **Method/s:**
  - Should be appropriate to the purpose/aim/s.
  - If the abstract is for a research study, include the design, setting, sample, measurement tools, analysis approach.
  - If for a project include the setting, participants you worked with, project intervention, evaluation strategy.
  - If for a case study, include the design, setting, participant.
- ✓ **Results/Findings**
  - Should flow from the methods and be consistent with the purpose/aim/s.
  - If the abstract is for a research study, include the sample size, simplified demographics, and primary outcome results.
  - If for a project include what was done and what did the evaluation show.
- ✓ **Conclusion/Discussion**

- *Should be drawn from the results/findings*
- *What was answered, what was not (in relation to the purpose/aim/s).*
- *Also consider and include information around the following (if relevant): What are the practice/research/education implications? Should the intervention be adopted? Is more research needed? What are the questions that need to be addressed?*

### Submitting your abstract using the Oxford Abstract Platform

1. [Open this link](#), **sign up** if have not signed in previously and complete the Title, Abstract, Authors and affiliations and presentation fields
  - a. Title - Enter the FULL TITLE of your submission (max 19 words)
  - b. Abstract – copy and paste or type your abstract into the abstract box. Abstract MUST include section headings as indicated in *appendix 1 for research/project type*
  - c. Authors and affiliations – enter and complete details for the presenting author first (PLEASE TICK presenting box), then add additional authors. For additional authors, name and affiliation is only required but you can complete all details should you wish.
  - d. Presentation type – select oral or poster and then hit the submit button.

COINN 2026 Darwin

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## Presentation offer

The offer of an oral presentation, platform poster or display poster is made based on the judged score of abstracts, the presentation preference of the author, and consideration of the conference program. We encourage authors to seek peer-review of abstracts prior to submission, as a higher score increases the likelihood for an oral presentation offer.

## Presentation types

**Oral:** The allocated time is made based on the program and will be confirmed with each presenter. The allocated time is 15 minutes including question time.

**Platform poster:** gives presenters an opportunity to present an overview of their poster within the conference program (approximately 5 minutes) in addition to having the poster on display. These are offered if the programming allows.

**Display poster:** Poster will be on display in the poster showcase area for the duration of the conference and presenters will be required to stand by their poster at nominated times during the conference.

## Confirming the offer

- Authors will be sent an email with the outcome and asked to confirm acceptance of an oral, a platform poster or a poster presentation.
- Oral presentation - details regarding date, session, and length of time for the presentation will be sent following confirming your acceptance and finalising of the conference program.
- Platform poster - details regarding date, session, and length of time for the presentation will be sent following confirming your acceptance and finalising of the conference program. In addition, the information under display poster will also be sent.
- Display poster - details regarding your poster position number, times for hanging and removing posters will be emailed to you closer to the conference date. Please bring Velcro/pins to secure your poster to the poster board.

## Designing a poster

*PowerPoint is recommended for designing a poster as this allows you to add colour, move text boxes around, add pictures etc. A starting guide poster template is available from the ACNN Executive Support Officer ([ESO](#)) should this be needed.*

## General format instructions

- ✓ **Layout:** PORTRAIT orientation and printed no larger than A1 size

<b>A1</b>	<b>594 x 841 mm</b>	<b>59.4 x 84.1 cm</b>	<b>23.4 x 33.1 inches</b>
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- ✓ **Title:** large font in bold colour; easily read from 1.5 metres away
- ✓ **Authors** names and affiliations – use superscript to identify author to institution. Smaller font
- ✓ **Font:** text lettering, diagrams and photographs should be large enough to be legible at a distance of 1.5m. Lettering used for headings should be 24-point minimum. Large type from a word processor, photo-enlarging typing, stencilling, rub-down letters (e.g. Letraset) are recommended for text and captions. Freehand lettering is not recommended except for last-minute alterations.
- ✓ **White space & Text:** Text should be kept to a minimum. Present information in Table format or bullet points where possible. Use diagrams and photographs. Present only enough data to support conclusions or to explain the point (s) you wish to make. Aim to put across a simple message in an eye-catching manner. Do not attempt to detail the entire research history.

## Appendix 1: Abstract section headings (apply to oral and poster abstracts)

If you need assistance, please contact the [Professional Officer](#) or [ESO](#).

**ORIGINAL RESEARCH:** must have results/findings at the time of submission. Presentation should be presented by a member of the research team.

✓ [Quantitative research section headings](#) – **Background** (includes aim), **Methods, Results, Conclusion**

✓ [Qualitative research section headings](#) - **Introduction, Methods, Findings, Conclusion**

**QUALITY IMPROVEMENT (QI) / EVIDENCE BASED (EB) PROJECTS:** Abstracts must be original and pertain to completed QI/EB projects with final results. These data-driven QI/EB projects must be related to neonatal care or neonatal nursing /neonatal practice, education or administration. This category includes QI/EB projects that are designed to improve patient care, nursing care or nursing education structures, processes, or outcomes.

✓ [Quality Improvement / Evidence Based Practice Projects Headings](#) - **Problem, Methods, Results, Conclusion**

**CASE STUDY PRESENTATIONS:** Analysis of actual complex patient care cases or practice situations that posed unique nursing challenges. Case reports must not contain identifying information or in any way violate Public Health Acts or Institutional regulations. The case under discussion cannot be under current litigation. **Presenters must confirm in written submission that they have compiled with these requirements.**

Here are some tips of what to include:

**Background: TIP:**

- *Is this a prevalent health problem?*
- *Is there a clear message?*

**Case presentation: TIP:** *Give an account of the presenting features, including the medical/social/ family history.*

- *This is the patient's story – please be sensitive to patient confidentiality*
- *How did they present?*
- *What is the relevant history?*

✓ [Case Study/Reports](#) – **Background, Case presentation, Diagnosis/Investigations, Unique nursing challenges, Outcome & Follow-up**