



**SUBMIT YOUR
ABSTRACT**

2018 OPC National Conference

ABSTRACT SUBMISSION GUIDELINES

WWW.OPC2018.CA



ABSTRACT GUIDELINES

The goal of the OPC National Conference is to present the best new scientific research in all areas related to O&P, new advancement is technology to business development tools. With the integration of the Tech Symposium into the conference we plan on a great technical perspective to the O&P profession.

KEY DATES

The Orthotics Prosthetics Canada National Conference Abstract system is now open for submissions.

Submission Deadline:	March 26, 2018
Review Deadline:	April 6, 2018
Notice of Acceptance:	April 13, 2018
Final Presentation to OPC:	July 31, 2018

ELIGIBILITY

Submission is open to members and non-members of OPC.

Abstracts previously presented at the OPC (CAPO) National Conference will NOT be accepted.

ABSTRACT SYSTEM

To submit, you must log in to the Abstract system. This is NOT part of the OPC database, therefore first time submitters must create an account.

Abstracts can be submitted as Case Studies, Free Papers, Posters or Workshops. They must not exceed **1000** words and may be cut and pasted from existing documents. Media files and/or other accompanying documents (in any format) can be uploaded in support of the submission. Abstracts will only be accepted in English.

ABSTRACT SUBMISSION PROCESS

Submission of an abstract constitutes a commitment by the Author(s) to attend the conference and present their abstracts.

All presenting Authors must register for the conference and are responsible for the cost of their own transportation, accommodation and conference fees.

All submitted abstract presentations are subject to an anonymous peer-review process.

A maximum of three abstracts can be submitted per Author. Once created, modifications can be made until the submission deadline.

AGREEMENTS

AUTHOR VERIFICATION AGREEMENT (required)

The submitting Author must agree to and select the following "Author Verification Agreement" statement button in the submission process. By checking the box, you verify that each author to be listed on the submitted abstract has contributed to the content of the abstract and consented to the submission of the said abstract.

CONFLICT OF INTEREST (required)

Orthotics Prosthetics Canada (OPC) requires all Authors (oral and poster presentations) at the OPC National Conference to disclose any actual or potential conflict of interest.

The intent of this policy is not to prohibit speakers from presenting, but rather to allow audience members to form their own judgments about the presentation with the full disclosure of the facts.

Any financial relationship, business or commercial, with sponsoring companies or organizations about whose product or services that the Author(s) are reporting must be disclosed. If such a financial arrangement exists, a disclosure statement must be entered in space provided after you check the box.

DISTRIBUTION AGREEMENT (required)

The corresponding Author must agree to and select "Distribution Agreement" button in the submission process. By checking this box, you verify that each author listed on the submitted abstract has agreed to permit the distribution of the abstract at the OPC National Conference and any other publication resulting from the Conference.

Under this constraint, you also verify that all contributing Authors will obtain or have obtained permission for the use of any copyrighted materials that may be presented at the OPC National Conference for educational purposes from the appropriate copyright owner(s) and publisher(s).

ABSTRACT GUIDELINES

INFORMATION FOR PRESENTERS

For Authors who have been notified that their Abstract submissions were selected for presentation at the OPC 2018 National Conference.

Conference Correspondence will be via email from the OPC National Office. Please make sure that your filters, firewall, etc. will accept emails and attachments from OPC (@opcanada.ca).

If your Abstract was selected by the OPC Conference Committee and scheduled for presentation at the OPC National Conference, all presenting Authors will be required to:

- Register for the Conference. Presenting Authors are responsible for the cost of their own transportation and accommodation.
- Email final presentations in PDF or PowerPoint to the OPC National Office by: July 31, 2018.
- Bring your presentation on a USB memory stick and save it as a PDF or PowerPoint presentation.
- Provide a brief Bio about the Author(s).
- Upon arrival at the Conference, check-in at the on-site Conference Registration Desk, to pick up your official name badge and registration/presentation package.

Proceedings will be published in PDF format on the website and/or in the conference mobile app.

The standard audio-visual (AV) set-up will include a podium microphone, a lapel microphone, a screen and a projector.

AUDIO VISUAL

Please note, laptop computers will be provided. However, to ensure compatibility issues are addressed, the OPC National Office **must receive all presentations** by the submission deadlines.

Presenters must indicate any non-standard AV requirements in advance so that the OPC National Office can accommodate the requests.



ABSTRACTS

Your abstracts will be featured and accessible on the OPC National Conference website



CONFERENCE APP

Information about Abstracts and Presenting Authors will be available on the App



MCEs

Presenting at the Conference will earn you valuable MCEs - Continuing Education Credits

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