THE INTERNATIONAL CONGRESS ON ACADEMIC MEDICINE – APRIL 3-6, 2025

CALL FOR PROPOSAL FOR EDUCATIONAL ACTIVITIES

Deadline For Submission: **Friday, October 4th, 2024, at 23:59 ET (-4 UTC).**

This is an opportunity for you to communicate your work to others involved in medical education. Please give your abstract serious consideration and be as clear and precise as possible. Please also structure your abstract with subheadings to clearly display the required sections (see submission formatting below for workshops, oral and poster presentations).

*You can submit multiple abstracts, and we will **do our best** to avoid conflicts in scheduling, however, we **cannot guarantee** that they won't be scheduled for presentation at the same time.*

If you submit multiple abstracts, please ensure that you have taken this into account

All accepted abstracts will be published as an on-line supplement to the Canadian Medical Education Journal.

Submission Categories and Descriptions

Oral Presentations

Oral presentations are a grouping of 5 sequential 10-minute presentations: your session will be one of those 5. Each individual presentation is followed by a five-minute question and answer period run by the session moderator. Oral presentation sessions will be held Thursday, April 3, 2025, to Sunday, April 6, 2025, inclusive.

Posters

Poster presentations will take place on Saturday, April 5, 2025.

Presenters are asked to stand in front of their poster for the 1.5 hour dedicated poster sessions and be available to answer questions about their research. No formal presentations are required.

Workshops

Workshops are 90 minutes in duration and should focus on skills development, discussion for consensus building and active participation. Kindly ensure that about two-thirds of your workshop time is devoted to active participation. Workshops will be held Thursday, April 3, 2025, to Sunday, April 6, 2025, inclusive.

Please note that although you can submit multiple abstracts, we cannot guarantee that they won't be scheduled simultaneously therefore you should be prepared to provide the name of an alternate presenter.

Submission Formatting for Oral and Poster Presentations

1. **Title of Abstract**
2. **The abstract of a maximum of 250 words**. Structure abstracts using the following subheadings:
   - **Background/Purpose** (e.g. why is this research or innovation study important?)
   - **Methods** (e.g. how was the study conducted, what theoretical and methodological approaches were taken, how were analyses carried out?)
   - **Results** (e.g. what were the results and/or findings from this study?)
   - **Discussion** (e.g. what is the significance of the findings of this study and for whom?)
     Note: Abstracts exceeding the maximum length 250 words will not be considered.
3. **3 keywords**
4. **Choice of 2 tracks**
5. **Presenter's i**nformation including - given name, surname and affiliation(s)
     Note: Poster and oral presentations may only have one presenter listed in the program. The assigned presenter can be replaced or updated, however, updates for the final program must be submitted by February 1, 2025.
6. **Lead author's information** including - given name, surname and affiliation(s)
7. **Co-author's information** including - given names, surnames and affiliation(s)

Submission Formatting: For Workshops

1. **Title of Workshop**
2. **The abstract of a maximum of 350 words.** Structure abstracts using the following subheadings:
   - **Rationale/Background**: Describe the rationale for the workshop, drawing upon theory and/or evidence as applicable.
   - **Instructional Methods**: Briefly describe the instructional methods to be used during the workshop. (Kindly ensure that about two-thirds of your workshop will involve active participation.)
   - **Target audience**
   - **2-4 Learning Objectives:** These should be learner-centric- so should focus on what you would like your participants to learn by the end of your session, or what

you would like them to be able to do by the end of your session. Avoid passive verbs like "understand, be aware of, have knowledge of, learn". In the table below are some examples of verbs you can use: Specific and Observable Verbs to Express Learning Objectives using Bloom's taxonomy.

Remember	Understand	Apply	Analyze	Evaluate	Create
Arrange	Classify	Build	Arrange	Appraise	Adapt
Choose	Compare	Choose	Assume	Argue	Arrange
Define	Contrast	Classify	Categorize	Asses	Build
Describe	Demonstrate	Construct	Classify	Compare	Change
Label	Describe	Demonstrate	Compare	Conclude	Compost
List	Explain	Develop	Contrast	Critique	Construct
Match	Identify	Experiment with	Correlate	Defend	Create
Name	Illustrate	Identify	Distinguish	Determine	Design
Recall	Interpret	Illustrate	Divide	Diagnose	Develop
Relate	Organize	Interview	Examine	Estimate	Elaborate
Select	Outline	Make use of	Infer	Evaluate	Estimate
State	Relate	Model	Simplify	Interpret	Formulate
	Rephrase	Organize	Survey	Judge	Imagine
	Report	Plan		Measure	Improve
	Show	Practice		Prioritize	Invent
	Summarize	Select		Recommend	Modify
	Translate	Solve		Score	Plan
				Utilize	Verify
				Support	

Note: Abstracts exceeding the maximum length of 350 words will not be considered.

3. **Optional**: You may include up to 3 references.
4. **3 keywords**
5. **Choice of 2 tracks**
6. **Presenter's i**nformation including - given name, surname and affiliation(s)

Note: Workshops may have several presenters. The assigned presenter can be replaced or updated, however, updates for the final program must be submitted by February 1, 2025.

7. **Lead author's information** including - given name, surname and affiliation(s)
8. **Co-author's information** including - given names, surnames and affiliation(s)

Once you submit your abstract online, you may edit it until the deadline for submission of
Friday, October 4th, 2024, at 23:59 ET (-4 UTC).

Presenter Registrations
We anticipate sending notification of acceptance or rejection of abstracts by late December 2024. Once you have confirmed your presentation acceptance, the presenting author(s) must register for ICAM 2025 and pay the registration fee (no exceptions).

Evaluations
Workshops and Oral Sessions are evaluated in the APP.