75th Annual Conference

Call for Abstracts Information & Instructions Guide

Important Dates

Abstract Submission Deadline: Monday, November 27, 2023

Acceptance Notification expected on or before Friday, December 22, 2023

Program Assignments planned on or before Friday, January 19, 2024

Presenter Registration Deadline (also Early Bird Registration deadline): Wednesday, January 31, 2024

Contents

Thank you for your interest in submitting an abstract for the SOPHE Annual Conference. This guide provides information and instructions on how to accurately submit your abstract. We look forward to your submission.

The 2024 SOPHE 75th Annual Conference, scheduled for March 19-21, 2024, in St. Louis, Missouri, is an inclusive opportunity for anyone who plays a role in the health education profession. The annual conference offers various learning experiences and opportunities to connect with colleagues and friends.

Theme:

Gateway to Health Equity: Global Solutions to Strengthen Health Education and Promotion Capacity

Educational Tracks

Populations across the globe are experiencing rapid changes due to the economic, digital, cultural, and environmental forces affecting their lives and communities. Such global complexity and diversity, which has been accelerated since COVID-19, present both opportunities (e.g., innovation in communications, improved living standards) and challenges (e.g., environmental degradation, economic inequality, stress, conflict). Health education and promotion is positioned to act on its basic tenets and values of health equity and social justice to advance upstream policies and practices impacting social determinants of health. This conference will address ways that public health education professionals can strengthen their outreach to marginalized and vulnerable populations, address the growing crisis of behavioral and mental health, advance professional preparation and training to work in global health settings, and utilize technological and health communication tools for collective well-being.

Subthemes:

We encourage abstract submissions that align with the following four categories:

1) **Enhancing global health education and promotion through culturally competent programs for historically marginalized communities**
Marginalized communities include those who have been regularly excluded from involvement and those facing other barriers to civic participation that can impact their health (e.g., race, poverty, sexual identity and orientation, age). Abstracts are encouraged that showcase innovative approaches in schools and communities of identifying and building trust with multicultural, multi-lingual low-income persons and other vulnerable populations (e.g., those experiencing homelessness, physical disability, LQBTQIA+, immigrants, military combat veterans, or language barriers). Approaches to overcoming challenges to data collection of marginalized populations and providing training/technical assistance to professionals to provide respectful, culturally competent, tailored health solutions also are invited.

2) **Providing global health education and promotion interventions for behavioral and mental health**
The COVID-19 pandemic has highlighted the urgent need to address behavioral and mental health issues at a population level. Abstracts are sought that address upstream factors such as systemic racism, discrimination, and environmental injustice, as well as multi-level intervention frameworks to address downstream conditions. We seek abstracts that foster mental health of students, faculty and staff in K-12 schools, colleges/universities, worksites, and other settings; employer support for mental health of public health professionals; family and social support; environmental stressors that contribute to mental health issues; and behavioral health assessment tools for community/workplace. Evidence-based approaches to destigmatizing mental health issues, promoting early intervention, and fostering resilience and self-care also are encouraged.

3) **Preparing health educators to work in a global society**
   The global nature of public health threats such as COVID, as well as the alarming rise in noncommunicable diseases (e.g., epidemics of type II diabetes, obesity, and physical inactivity) underscore the need to develop and strengthen a diverse and inclusive health promotion and education workforce. We welcome abstracts that address pre-service (i.e., undergraduate, graduate, community college, high school levels) and in-service competency-based education outcomes for health educators to meet global public health challenges. Presentations in this area would address the development of curricula in policy/advocacy and aligned with the 2022 WHO report *Building the public health and emergency workforce: A roadmap*; learning activities, assessment approaches, and synchronous and asynchronous teaching methods. We invite innovative strategies to recruit, retain, and train the existing health education workforce, including the impact of certification and credentialing programs.

4) **Developing health education and promotion solutions for proactive health communication in a global society**
   Health communication is critical in combatting diseases such as COVID-19, promoting healthy behaviors, and ensuring the well-being of our global enterprise. We seek cutting-edge advancements in health communications theory, evidence, or strategy, including social marketing, media outreach, health literacy, crisis and risk communication, accessible website design, and social media uses/metrics. Topics also could showcase how generative and predictive artificial intelligence (AI) is being used in public health to facilitate the development of proactive messaging strategies for specific audiences, as well as related ethical considerations.

Who should submit an abstract?

- Chronic disease directors
- Clinicians - physicians, nurses, physician assistants, nurse practitioners, etc.
- Community-based organizations & staff
- Community health/public health education faculty
- Dental hygienists/community oral health coordinators
- Dietitians & nutritionists
- Ethicists
- Epidemiologists
- Health administrators
- Health communication professionals
- Health education & promotion professionals
- Health educationpromotion students
- Health researchers
- Health/Social policy experts
- Informatics professionals
- Tribes & Tribal organizations
- Insurance groups
- Mental health professionals
- Patient educators
- Pharmacists
- Physical education educators
- Policy makers
- Public health practitioners
- Rural public health professionals
- School health educators/coordinators
- Social marketers
- Social workers
- Students

To deliver exceptional learning experiences that include the following:

Rich Content:

- Reflect innovative, cutting-edge content, and evidence-based practice
- Present a strong case with evidence supported by research or data
- Explore issues important to diverse audiences and communities
- Challenge attendees to be solution-focused

Instructional Design:

- Stimulate and provoke discussion, audience engagement, and outcome-focused design
- Facilitate knowledge transfer and encourage application of the HESPA II Areas of Responsibilities and competencies
- Use methods that draw out relevant past knowledge and experiences

Audience Engagement:

- Aspiring and emerging leaders through executive-level, seasoned professionals
- Inclusive of different types of adult learners (e.g., visual, auditory, and kinesthetic) and taking into consideration personality traits (e.g., introvert, extrovert and ambivert) in various learning styles.
- Demonstrate relevance of lessons through "real-life" case studies

Abstract Criteria

Selected through an open call to all SOPHE members and health education professionals, hundreds of volunteers act as peer reviewers anonymously scoring abstracts within their area(s) of expertise. Diverse peer input is important in shaping the conference sessions. Abstract submissions will be reviewed by 3-4 peer-reviewers based on the following criteria:

1. **Relationship to conference theme**: Does the abstract relate to the theme and the chosen track?
2. **Objectives**: Are the learning objectives clearly stated as SMART: Specific, Measurable, Attainable, Relevant, and Time-Bound?
3. **Originality:** Is the abstract original work and hasn't been presented before?
4. **Sound conceptual framework**: Does the abstract include a clearly stated background/rationale related to its objectives?
5. **Methodology/Description**: Is the purpose clearly and concisely described? Is the methodology or practice description clearly stated and appropriate for the research or practice?
6. **Innovative and Action-focused:** Does the abstract represent usefulness and innovation to the field of health education? Does it inspire action to generate results?
7. **Program Design**: Is the abstract well-written and the content is clear? Does it clearly outline what the presentation will be? Is it presented in an organized and structured manner? Don't underestimate the importance of instructional flow and design. The best learning environments are collaborative and use a solution-based approach to a problem.
8. **Free of Commercial Bias:** All abstract submissions must be educational in nature, neutral and unbiased. SOPHE policy requires potential presenters to disclose any proprietary, financial, professional, or other personal interests in the material to be presented. Any abstract that is not free of commercial bias will not be accepted. If accepted, those in violation of this policy may forfeit any speaking opportunities.

Internet Browser and Technology Requirements

You will need to use the following browsers to submit your abstract, **Chrome, Fire Fox,** or **Safari.**

Key Information

Like the communities across the country, SOPHE is made up of health education professionals that represent different races, ethnicities, genders, educational backgrounds, vocations, ages, ... and more. *As you submit your abstract,* we encourage you to be inclusive in your selection of presenters to reflect the diversity that contributed to the information you intend to share.

➢ SOPHE will <u>only</u> communicate with submitting authors. We ask that submitting authors pass all notifications and updates to any co-authors. If a co-author will be presenting, please state they are a presenting author in the abstract submission.

➢ Presenters will be limited to one presentation. SOPHE seeks diversity of thought and speakers. Each presenter will be limited to presenting or co-presenting one presentation only. Be cautious about how many abstracts you are the submitting author or listed as a co-presenter. Exceptions include pre-conference sessions, or poster presentations, which in these cases a presenter can present up to two presentations. The planning committee will ensure inclusion and fairness, so a diverse group of thought leaders are selected for presentations.

➢ Work previously published online or presented at a national conference will not be accepted.

➢ Submission of multiple abstracts that present the same data in different ways is also prohibited and will result in the abstract(s) being rejected.

➢ SOPHE especially encourages practitioners and students to submit abstracts. These submissions will be peer-reviewed, using the same criteria as all other submissions and if accepted for presentation, are bound by the same agreements as all other submissions.

➢ All accepted abstract presenters and co-presenters must register for the conference. The registration deadline for presenters is January 31.

Step-by-Step: A Guide for Creating and Submitting an Abstract

Step 1a: Sign in or create a *My SOPHE* account

A *My SOPHE* account is **required** to submit an abstract submission. In addition to the submitting author, all <u>co-authors</u> are also required to have a *My SOPHE* account to be added to an abstract submission.

You must login to your *My SOPHE* account to view/submit an abstract. If you do not have an account, please create a free account. Create a My SOPHE account if you do not have one.

In your user account, please ensure that your name, title, credentials, organization or university degrees, certifications and email are current. Upload a current photo [high resolution min. 300 dpi]. This information is important – it is used for conference materials if your abstract is accepted.
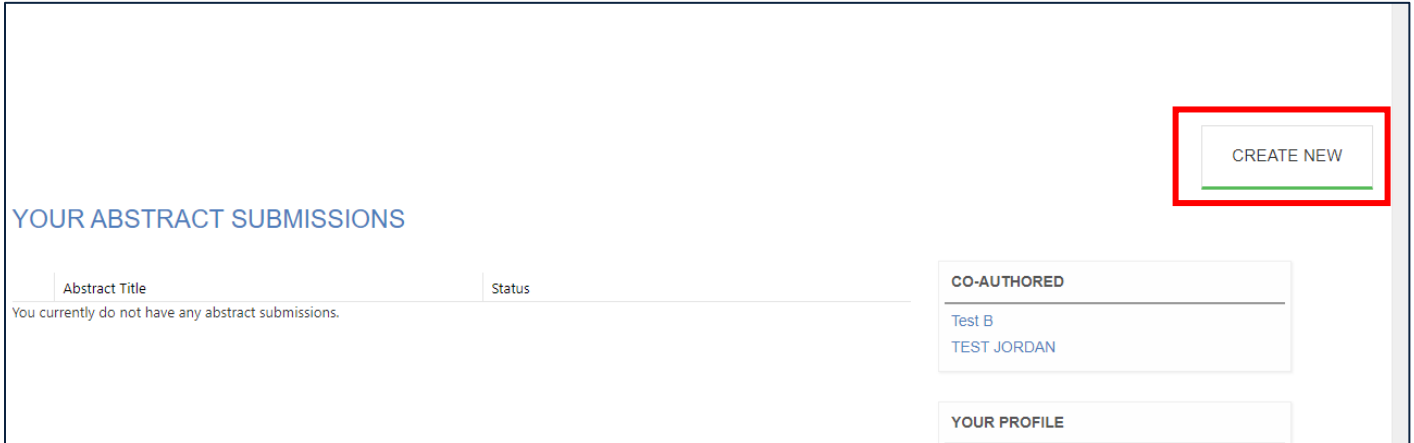
Step 1b: Review the Session Type Descriptions

Be sure your choice(s) are reflected in your abstract summary. You can rank order of 1st, 2nd, and 3rd session type. This information is taken into consideration when finalizing the sessions and how they best fit in the conference program.

Session Type	Description	Session duration	Presenters per abstract	Length of presentation
Oral Session - 60-minutes	Each oral session is made up of four abstract presentations.	60 minutes	1	15 minutes – 12-min. present-ation + 3 min. Q&A
Roundtable	Roundtables offer an intimate opportunity to discuss research, evaluation results, project findings, or other analysis with a smaller group of attendees. There may be simultaneous roundtables with the opportunity for an attendee to visit more than one roundtable in the session time frame (generally 90 minutes). The abstract should contribute to the body of knowledge in the field. Presentations that demonstrate new technology or innovations are particularly encouraged.	90 minutes	1-2	Roundtable discussions typically are 25 minutes with the opportunity for multiple iterations. This will include 10 minutes of presentation, followed by 15 minutes of discussion and feedback.
Poster Presentation	Poster sessions present research, evaluation results, project findings, or other analysis in a graphic format. These presentations allow attendees to interact and discuss results with the poster session author (s)	Posters will be displayed throughout the conference with a designated time for authors to be present.	1-2	Varies. Poster presenters answer visitor questions.

Step 2a: Create New Abstract Submission

Go to the <mark>**SOPHE 2024 Call for Abstracts submission page**</mark>.
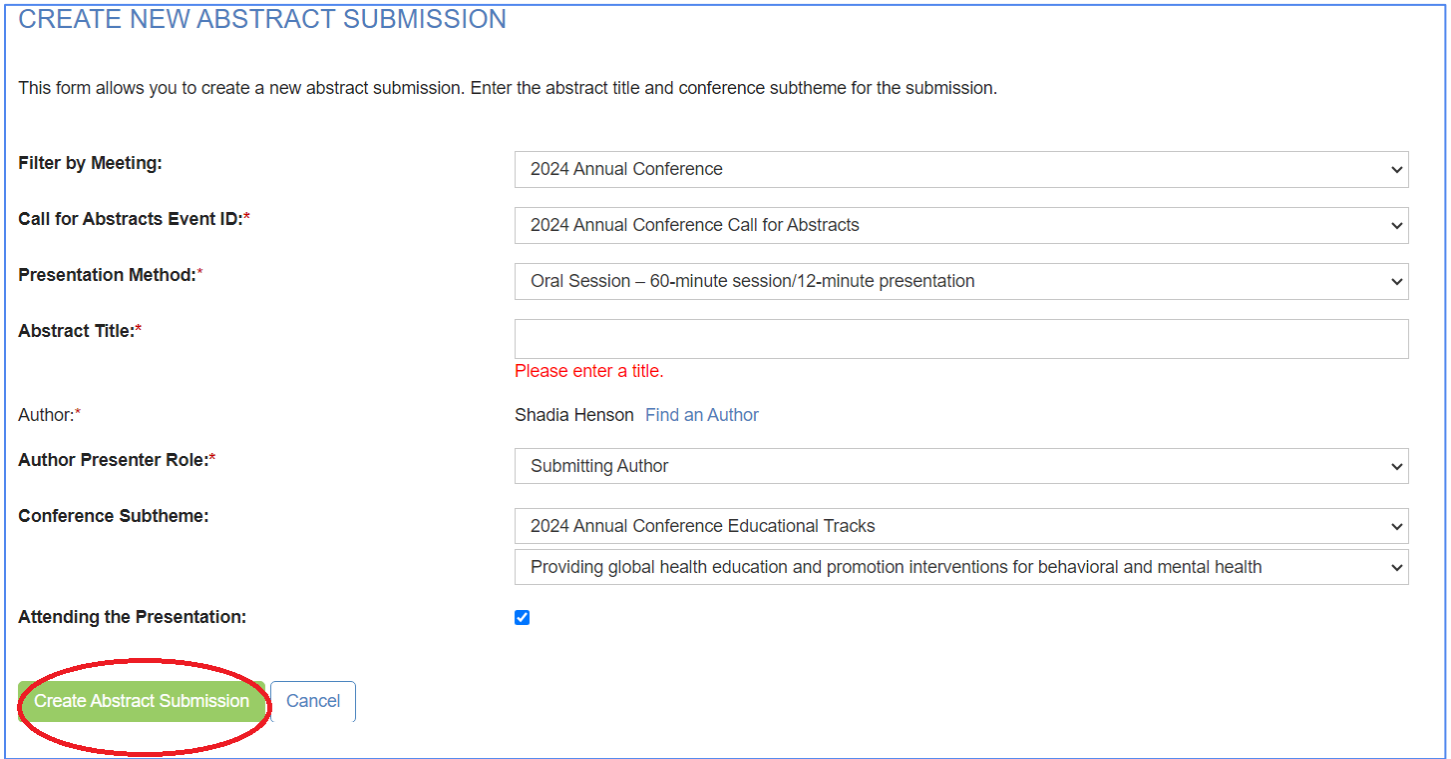
Click on, "**Create New**" and then add your preferred **presentation method** of you are the **presenting/submitting author or co-author** and the **educational track.** After *creating an abstract submission*, you are directed to Step 2b, to complete (3) sections under the document tab; see **General Questions**, **Abstract Information** and **Disclosure.**

Step 2b: Update the Document Sections (General, Abstract, and Disclosures)

TEST ABSTRACT 1

Home | Document | Resources | Co-Authors   Return to my Abstract Submissions

YOUR PRESENTATION MUST BE SUBMITTED BY 11:59 PM ET ON 11/27/2023.

ABSTRACT SUBMISSION DOCUMENT

This is where you will enter your abstract submission details. Each of the tabs below has required questions and must be entered at one time. Please click "SAVE" when each tab is completed – if you click on the next tab, your information will not be saved

After you have completed/saved the "DOCUMENT" page and are ready to submit, click on the "HOME" page and press the "SUBMIT ABSTRACT" button on the right side of the page. (No additional edits or changes can be made after an abstract is submitted)

Click the "RESOURCES" page for additional abstract submission information/instructions, and the "CO-AUTHORS" page if you need to add co-authors to your abstract.

Save

CHECKLIST

The following requirement(s) must be met in order to submit an abstract. Click on a requirement to see an explanation.

☐ Abstract Submission Document

Submit Abstract

Delete Presentation

General Questions | Abstract Information | Disclosure

Are you currently a full-time student? *
○ Yes
○ No

General Information: Once the abstract is submitted, you cannot edit the following responses:

- Are you currently a full-time student?
- Session type: Choose your top 3 choices by order of 1st, 2nd, and 3rd choice.
- If you are not selected for a presentation, would you be willing to present your abstract as a poster?

Abstract Information and Continuing Education Requirements: Once your abstract is submitted, you cannot edit the following responses:
- How did you hear about the call for abstracts?
  - What most influenced you to submit an abstract?
- If you were influenced by social media, what channel prompted you to submit an abstract? (Check all that apply)
- Abstract Type: Research or Practice (choose one)
- You will be required to select **one (1) Area of Responsibility** (see below) **and two (2) sub-competencies.**
  - **Assessment of needs & capacity**
  - **Planning**
  - **Implementation**
  - **Evaluation and research**
  - **Advocacy**
  - **Communication**
  - **Leadership and management**
  - **Ethics and professionalism**

- **Presenter objectives:** You are required to enter text for two (*2) learning objectives*. Write objectives that specify learner outcomes to be achieved by the attendee. Access the SMART objectives guide to assist you with creating SMART objectives. In writing a behavioral objective, the first step is to start with the key verb. This helps the participant know what they will learn from the presentation. Use the following objective template for creating a quality learning objective: *"Select verb* [i.e., describe, analyze] *at least three health equity communication messaging to assist development of minority population health."*

Special Populations: Select up to three (3)
*Selections should be reflected in your abstract summary description.

- Children & adolescents
- Young adults
- Seniors/older adults
- Maternal & infants
- Women

- Men
- LGBTQ+
- Disadvantaged populations
- Minority populations

- Global/International populations
- New professionals
- Seasoned professionals
- Mid-career Professionals

Categories: Select up to three (3)

*Selections should be reflected in your abstract summary description.

Categories

Advocacy
Alcohol & drug use
Anti-racism
Career & leadership development
Child, adolescent & school health
Chronic disease
Communications, social media
   & technology
Emergency preparedness
Ethics
Evaluation
Global health
Health behavior & research
Health equity

Health literacy
Health promotion practice
HIV & infectious disease
Injury prevention
LGBTQ+
Maternal & infant health
Mental health
Nutrition, obesity &
physical activity
Policy, systems & environment
Sexual & reproductive health
Tobacco
Worksite wellness

Keywords: Select up to three (3)

*Selections should be reflected in your abstract summary description.

access to health care
advocacy
aging
alcohol & substance abuse
anthropology
behavior change & theories
cancer
cardiovascular disease
career development & professional preparation
child/adolescent health
chronic disease
climate change
college health
community health
community health workers
community-based participatory research
computer-mediated
health promotion
consumer health
continuing education
cultural competence
diabetes
disaster & emergency preparedness
dissemination & implementation
empowerment
environmental & systems change
environmental health
epidemiology
ethics
evaluation & measurement
exercise
family health
genetics & genomics
health behavior
health communication
health disparities
health equity
health literacy
health policy
health research
HIV/AIDS
immigration health
immunization
implementation science
infectious disease
injury prevention & safety
international/cross cultural health
LGBTQ+

maternal & child health
media
medical care
men's health
mental health
minority health
motivational interviewing
nutrition
obesity
oral health
parenting
partnerships & coalitions
patient education
physical activity
physical disabilities
policies
program planning
public health laws
qualitative methods
quality assurance
quality improvement
quantitative methods
race/ethnicity
religion & health
reproductive health
research design
resource development
rural health
school health
sexual health
sleep
smoking & tobacco
social capital
social determinants of health
social ecology
social inequity
social influence
social marketing
strategic planning
systems science
technical assistance
technology
theory
university/college health
violent prevention & behavior
women's health
workforce development

Brief abstract summary – Short synopsis of the key take-aways from the presentation. Begin with a verb - hear, learn discover, get, gain, recognize, etc.; 1,000-character limit including spaces and special characters.

Detailed abstract description – Write the "what's in it for the attendee." Why should someone want to hear your presentation. Use active voice and verbs; 3,000-character limit includes spaces and special characters.

Biographies of the primary presenter and co-presenter(s); 800-character limit per bio.
- Brief and informative. Describe occupation, significant achievements, and a value of promise.
- Keep the biography relevant. Include achievements that resonate with the presentation topic.
- View these engaging sample biographies.
- Speaker bio examples that will inspire you to update yours
- How to write an academic bio for conferences
- How to create your professional speaker biography

SOPHE reserves the right to edit submitted content.

Disclosure Statements

SOPHE requires potential presenters to disclose any proprietary, financial, professional, or other personal interests in the material to be presented. This includes past employment, serving as a consultant, conducting clinical trials, serving on an advisory committee, inclusion in a speaker's bureau, owning stock, holding patents, etc. You are asked to agree to all three disclosure statements below:

#1: As a condition of submission, SOPHE requires that the submitting author acknowledge and agree to the following statement: (*primary intent is that presenters do not sell products or services to attendees*)
> *I declare that to the best of my knowledge all my co-authors and I have no proprietary, financial, or other personal interest in any product, service and/or company/agency, institution, and/or affiliation that could be construed as influencing the material proposed for presentation in our abstract.*
- *I have read and agree to the disclosure statement.*

#2: As a condition of submission, SOPHE also requires that the presenting author acknowledge and agree to the following statement:
> *I declare that my co-authors and I agree to the following if our abstract submission is accepted for presentation at SOPHE 2024: (1) To present the work as described in the submitted abstract and to present the session format assigned by the Planning Committee; (2) Each author/co-author attending the conference agrees to register for the conference and assume responsibility for our own registration, lodging and transportation costs. If the conference will be a virtual event, presenting authors will be notified and given the opportunity to present online. We acknowledge that if any accepted abstract author withdraws with late notice or fails to show, this will impact future opportunities to present at SOPHE meetings; (3) If selected for a presentation, a copy of our slides will be provided to SOPHE in advance of the start of the conference, as requested, so that it can be available for AV at our assigned session; (4) Acknowledge and accept that our presentation may be video or audio recorded and made available for future continuing education purposes; (5) I declare I have completed SOPHE 2024 Annual Conference Presenter Information Form and uploaded all headshots and requested information on behalf of all presenters and co-presenters.*
- *I have read and agree to the disclosure statement.*

#3: As a condition of submission, SOPHE also requires the Submitting author acknowledge and agree to the following statement:
> *Presentation or poster materials, accepted for SOPHE 2024 conference, will be provided to SOPHE in advance of the start of the conference (at a deadline communicated by SOPHE to authors). This is to ensure that (1) presentation materials are available for AV at the assigned session; (2) that conference materials are universally accessible, to improve access to the conference for people with disabilities; and (3) Presenters who do not provide conference presentation materials to SOPHE may have their accepted submission removed from the conference program.*
- *I have read and agree to the disclosure statement.*

Presentation Notifications

Notification emails are sent to the submitting author upon: (1) creation of an abstract; (2) addition of any co-author(s) & presenting author; and (3) completed submission of the abstract. Co-authors will receive one email stating they have been added to a specific submission title/author, but they will receive additional communication from SOPHE during the call for abstracts process. ***Submitting authors can expect to receive an email notification, whether their abstract was accepted or declined, on or before December 22, 2023.***

Timeline

Thank you for your interest, expertise, and your time in submitting an abstract. Make a note of the important dates below (subject to change).

- Call for abstracts submissions deadline: November 27, 2023
- Presentation notifications: December 22, 2023
- Presenter Registration deadline: January 31, 2024
- Presenter materials due: February 20, 2024
- SOPHE's Annual Conference: March 19-21, 2024