

Guidelines for Submission of Proposals

Proposal submission deadline: January 31, 2010

Online Submission: www.bu.edu/comet/call-for-papers/submit-your-abstract/

Proposals may be in one of the three following categories: (1) colloquia, (2) paper presentations (oral or poster), or (3) 'works in progress' for roundtable discussion. Proposals that address one or more of the following themes are particularly encouraged.

- Client-professional Encounters (involving doctors, counselors, nurses, pharmacists, dentists, speech and language therapists, psychotherapists etc)
- Communicating Risk and Uncertainty
- Communication Skills Training
- Distributed Expertise among Professionals and Clients
- Ethics and Communication
- Health and Disability
- Health and the Lifespan
- Health Literacy
- Identities and Experiences of Illness
- Interpreter Mediated Healthcare Delivery
- Interprofessional Communication and Hospital Management Systems
- Media and Health Communication
- Medical Education
- Nature of Evidence in Diagnosis and Non-Diagnosis
- Public Understanding of Health and Illness
- Quality of Life and Quality of Care
- Representation of the Body
- Research Ethics
- Role of Health Technologies and Medical Informatics
- (Shared) Decision Making
- Tailoring Health Messages
- Telemedicine
- Values and Responsibilities in Professional Practice

For all submissions, clearly indicate:

- Names, titles, and full institutional affiliations of the responsible (presenting) author and collaborating authors
- Contact email address and phone number for the responsible author. For all presentations, the responsible (presenting) author must register for the conference.
- Up to three conference themes addressed (above)
- The category (colloquia, paper presentation, work-in-progress) of your proposal

1) Colloquia: Colloquia should address a common theme, content or methodological area, and will be scheduled for 90 minutes. Typically, there would be 3-4 individual abstracts in each colloquia, allowing plenty of time for discussion and for facilitative overview of common themes.

Colloquia Submission Process: Please provide an overall description (no more than 250 words) tying together all the papers to be presented. Provide information on colloquium leader, affiliation and e-mail. Then include individual abstracts following the guidelines for paper presentations below.

Colloquia Selection Criteria: The criteria for evaluation of colloquia are as follows: relevance to issues in communication, medicine & ethics; structural organization of submission; strengths of individual paper presentations; and usefulness to participants.

2) Paper presentations: Abstracts will be selected for either oral or poster presentation. Depending on the number of submissions, 1-2 poster sessions will be scheduled throughout the conference. Presenting authors will be expected to stay and discuss their poster during their assigned session. Oral presentations will typically be scheduled in 90-minute sessions, with 20 minutes allocated to each individual presentation.

Abstract Submission Process: Individual abstract submissions should be no more than 250 words. Please indicate in your submission whether you would like to be considered for oral presentation, poster presentation, or both. You may choose to submit more than one proposal, but normally only one proposal will be accepted for oral presentation and the rest as poster(s). Abstracts should include structured subheadings as described below. If you do not believe that these sub-headings are appropriate for your paper, you may select other sub-headings.

- Research papers should include
 - Background and objective of the paper
 - Methods– including description of the data collected, analytic techniques used, etc.
 - Findings – these can be complete or preliminary. If this is a work in progress, please submit under “Works in Progress” (below)
 - Implications- a statement of implications of the theoretical approach for future research, clinical practice, or health care policy
- Theoretical papers should include
 - A clear statement of the issue explored
 - Methods – the theoretical framework or approach
 - Findings – emphasize what has been learned through the application of the theoretical approach
 - Implications- a statement of implications of the theoretical approach for future research, clinical practice, or health care policy

Abstract Selection Criteria: The criteria for evaluation are as follows: originality of topic; contextualization of the study; relevance to issues in communication, medicine & ethics; relationship between title & content; structural organization; theoretical/methodological appropriateness, clarity of claims/findings, and significance of the study.

3) NEW THIS YEAR-“Works in Progress” for Roundtable Discussions:

This is a new format for providing conference participants opportunities to meet, discuss, and to expand their networks around conceptual, methodological, professional or policy concerns related to their areas of inquiry. This format is particularly valuable for those who are developing new ideas who would like to explore these ideas or issues with colleagues who have similar interests, no formal papers are presented.

- Roundtable sessions will be held in meeting room set with round tables that seat 10 – 12 people each.
- To facilitate focused interdisciplinary discussion accepted roundtable abstracts will be grouped according to common themes (listed above), and/or methods such as:
 - o Philosophical and theoretical perspectives on communication
 - o Practical ethics
 - o Discourse studies
 - o Education of future practitioners
 - o Methodological issues, including measurement
- A general topic will be identified for each table, three people will be selected to present 10 minute papers, a table presider will coordinate and facilitate table discussions
- The entire roundtable session will last 90 minutes, allowing three 10 minute presentations and 20 minute discussion time for each presentation
- AV resources will not be available

“Works in Progress” Submission Process:

- Submit a 250 word abstract describing the discussion topic, including:
 - o Title of presentation
 - o Name of authors, institution and address
 - o Summary of content to be presented
 - o How topic relates to communication, medicine & ethics
 - o Goals for roundtable presentation

“Works in Progress” Selection Criteria: the Conference Planning Committee will review roundtable abstracts. The following criteria will be used to select roundtable topics for the conference:

- Relevance to issues in communication, medicine & ethics
- Clarity of intent for roundtable presentation
- Potential to extend knowledge on the understanding of communication related to healthcare
- Usefulness to participants

All proposals will be blindly reviewed by a team of experts, including members of the international advisory committee. It is anticipated that decisions about acceptance will be communicated by March 31 2010.

Please submit your abstracts on-line at www.bu.edu/comet/call-for-papers/submit-your-abstract/

Further specific queries can be addressed to comet@bu.edu.

Conference Organizing Committee