



GUIDELINES

Clinical Roundtable

This is a clinical case discussion illustrating a clinical problem under discussion. Presenters can present an anonymised case, focusing on specific topics. One person is required to present the case and up to 3 people can comment on the case.

Clinical roundtable will be scheduled for up to 120 minutes.

For example: A clinical case shall be presented for approximately 15-20 minutes and each expert shall provide their opinions between 5-8 minutes. The remaining time will be for debate and taking questions from the audience.

The structure is flexible and alternative proposals will be considered. However, please take note of time constraints and this should be strictly managed.

This requires a Chair who may act as an optional discussant who introduces the topic, handles comments from the other participants and fields questions from the audience.

The abstract should be between 400-600 words.

Open Papers

These are presentations on a clinical, theoretical or research topic with a typical time allocation of 15-20 minutes.

The structured abstract should be a maximum of 500 words.

This should include:

1. Introduction,
2. Method
3. Results
4. Discussion
5. Conclusion

Where possible these will be organised into open paper symposia that form a coherent topic within the congress major themes.

Panel Discussion

This is where experts provide a brief statement of their position on a specific clinical or theoretical issue or topic, and then debate differences in opinion, controversial issues etc. with other experts.

This requires an active Chair who may act as an optional discussant, introduces the topic, organises position statements, handles the debate amongst the experts and fields questions from the audience.

Panel discussions can contain a maximum of 3-4 people (maximum 4) to include an optional discussant (if providing a summary). Please note that each presenter should present a verbal statement (no use of PowerPoint/visual aids etc.) of position for approximately 10-15 minutes, which typically will not require presentation of data.

Panel discussions will be scheduled for up to 120 minutes. The abstract should be between 400-600 words.

Posters

These are visual presentations. Both clinical and research posters are welcome. We will also consider posters reporting on studies currently in progress.

Poster sessions are scheduled throughout the congress, and there are opportunities for presenters to discuss their poster with delegates at the opening reception, before and after other sessions, and during coffee and lunch breaks.

Posters require an attractive visual presentation of the study, and presenters should provide a structured abstract of no more than 250 words.

Symposia

These are multiple presentations on a single or related clinical or research area. Generally, symposia will consist of a Convenor/Organiser, Chair, Individual Presenters, and a Discussant (optional)

There should be a maximum of 4-5 speakers per symposia (including discussant).

To ensure we receive adequate information, all submitted Symposia should have an abstract of **500 – 750** words. This should be a general description of the overall symposia, including the names of at least 3 presenters. If you wish, then within this word-limit, you can provide a short summary of each speaker's topic.

The name and contact details of the convenor/organiser must be provided. This individual accepts responsibility for ensuring that all speakers provide individual abstracts, when requested. They must also ensure that speakers register and communicate as required, practical information to the scientific committee as well as individual speakers in the symposia.

Workshops

In-Congress Half-Day Workshops

These are half-day skills based workshops, especially covering the identified congress themes.

The abstract should be a maximum of 500 words. It should include background for the topic covered and the overall objectives of the workshop.

Contributors should provide a structured abstract to include the following:

1. Title
2. Scientific background
3. Key learning objectives
4. Training modalities
5. 2-3 key references
6. Brief description of workshop leader(s)
7. Implications for everyday clinical practice of CBT

In-Congress Half-Day Workshops will run for between 2 (minimum) to 4 (maximum) hours.

Pre-Congress Full Day Workshops

These are one-day skills based workshops, especially covering the identified congress themes.

The abstract should be a maximum of 500 words. It should include background for the topic covered and the overall objectives of the workshop.

Contributors should provide a structured abstract to include the following:

8. Title
9. Scientific background
10. Key learning objectives
11. Training modalities
12. 2-3 key references
13. Brief description of workshop leader(s)
14. Implications for everyday clinical practice of CBT

Pre-Congress Full-Day Workshops will run for between 7 (minimum) to 8 (maximum) hours to include lunch and 2 tea/coffee breaks.

Registration

Presenters of accepted submissions, including posters, will be expected to register for the congress in advance.

Reference

These guidelines were originally written for the purpose of supporting British Association for Behavioural and Cognitive Psychotherapies (BABCP) conferences. The organizing committee of the EABCT 2016 consider this guideline a beautiful piece of information and asked to borrow this for a period. EABCT 2016 likes BABCP. Please also visit BABCP 2016 in Belfast: **www.babcpconference.com**