
2024 DFCM CONFERENCE

Family medicine for today and tomorrow: What matters most?

Oral Paper Guidelines

In-person on May 16, 2024

Call for Workshops: November 24, 2024

Deadline for abstract submission: January 15, 2024

Oral paper purpose: These presentations are 10-minute oral presentations with an additional five minutes for questions. They will be grouped by theme and presented during the 1hr and 15 minute workshop sessions. These may include projects on primary care research as well as those including rigorous evaluations of innovations that improve family medicine education, clinical practice and/or primary health care.

1-2 workshops per workshop session will be devoted to 10-minute oral papers grouped by theme.

Guidelines for Abstract Submission:

Please prepare a brief description of your project (maximum 250 words), and 2-3 learning objectives (maximum 150 words).

One presenter of each team must be a DFCM faculty or learner.

Oral paper requirements for in-person session:

- **Setting:** You will present in a classroom setting, with a screen and projector to present your slides.
- **Conflicts of interest:** Any conflicts of interest must be disclosed both verbally and on slides at the start of your presentation (template slides will be provided).
- **Other:** We encourage you to incorporate, when possible, the most up to date and objective evidence into your presentation as well as address any barriers to practice/physician change.
- **Please note that these sessions will NOT be live-streamed or recorded.**

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Workshop Guidelines

In-person on May 16, 2024

Call for Workshops: November 24, 2023

Deadline for abstract submission: January 15, 2024

Workshop purpose: A small group interactive experience supporting shared learning, knowledge, skill and/or attitude acquisition.

Guidelines for Abstract Submission:

Please prepare a brief description of your project (maximum 250 words), and 2-3 learning objectives (maximum 150 words).
One presenter of each team must be a DFCM faculty or learner.

There will be two workshop periods during the 2024 DFCM Conference, one in the morning and one in the afternoon. Most workshops will be offered in-person only. In order to support our virtual attendees, we will aim to have two virtual-only workshops in both the morning and afternoon sessions. Please indicate if you prefer to present to a virtual audience or at the in-person conference.

If you have a preferred minimum or maximum number of participants to allow for engagement and interactive learning, kindly advise <mailto:DFCM.conference@utoronto.ca> when accepting the invite to present at the conference.

The conference team will confirm the number of registered attendees approximately two weeks prior to the event.

Workshop requirements for in-person session:



- **In-person Platform:** You will present in a classroom setting, with a screen and projector to present your slides. Desk formation will be in pods of 4-8 individuals each.
- **Length:** 1 hour and 15 minutes
- **Interactivity:** We encourage as much interactivity as possible during workshops. This may include table group discussions, think/pair/share, or other opportunities for sharing and engagement.
- **Conflicts of interest:** Any conflicts of interest must be disclosed both verbally and on slides at the start of your presentation (template slides will be provided).
- **Other:** We encourage you to incorporate, when possible, the most up to date and objective evidence into your presentation as well as address any barriers to practice/physician change.
- **Please note that workshops will NOT be live-streamed or recorded.**

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Poster Guidelines

In-person on May 16, 2024

Call for Posters: November 24, 2023

Deadline for abstract submission: January 15, 2024

Poster purpose: An opportunity to disseminate and discuss findings of research studies, education projects, curricular interventions, practice improvements or clinical innovations.

Guidelines for Abstract Submission:

Please prepare a brief description of your project/poster (maximum 250 words), and 2-3 learning objectives (maximum 150 words).
One presenter of each team must be a DFCM faculty or learner.

All accepted posters will be made available for viewing during the in-person conference and on the DFCM conference website.

Guidelines for Poster Submission

Poster submission deadline for website: April 19, 2024

Submissions should include:

- **A one-page PDF poster**
- There will be a 30 minute in-person poster viewing session in the morning and afternoon on Thursday, May 16, 2024
- Standard size for **in-person** session: 48 inches x 36 inches (landscape)
- PDF posters should be landscape format with a maximum file size of 20MB.
- There are no specific design requirements, but please ensure your poster is easily readable with a clear message and logical layout.

Where files are too large to submit via email, please use Google Drive, OneDrive, Dropbox or an alternative file sharing service.



All accepted posters will be uploaded to the DFCM Conference website and be made publicly available one week prior to the conference and for one week following the event. By submitting a poster you consent to DFCM making your poster and presentation available in this way.