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We Want Your Proposal!

Submitting a Short Talk for the ADEA Annual Session & Exhibition

Today's Speaker

Robert Spears, M.S., Ph.D.

Associate Dean for Student and Academic Affairs

Professor, Department of Diagnostic and Biomedical Sciences

University of Texas School of Dentistry at Houston

Disclosure

All speakers agree that neither they nor members of their immediate family have any financial relationships with commercial entities that may be relevant to their presentation.

Learning Objectives

- Explain the Short Talk Session Format.

- Understand criteria of a successful program submission.

- Examine pros and cons of this format.

- Identify timelines and key steps of the ADEA the program submission and review process.

- Link the conference theme and/or the various key topic areas in ADEA to a proposal.

Types of ADEA Sessions

- New Ideas Session
- <mark>Educational Session</mark>
- Poster Session
- Techexpo
- Corporate Council
- Business, Governance and Special Events

Educational Session—Short Talks

- **Scope:** The traditional Short Talks Session provides a format for sharing ideas in five minute segments during a session centered on a particular educational theme. The Short Talks format supports the ADEA Scholarship of Teaching and Learning (SoTL) by providing ADEA members an opportunity to share teaching and learning innovations with a national audience—sparking further conversation, networking and development of teaching innovations.

- **Format:** Short Talk sessions are typically submitted as a 60 or 90 minute seminar. In the abstract you should provide a few specific examples of some five minute sessions that you plan on being part of the session. All of the speakers do not have to be identified at the time of submission.

Educational Session—Short Talks

- **Format:** Often the traditional Short Talks are submitted through one of the ADEA Sections. Examples of past Short Talks have been on Technology, Basic Sciences and Teaching and Learning.

- You can then work within the membership of the section, or the entire ADEA membership, to put out a Call For Abstracts to address the chosen Short Talk Session.

- You or your group can then select the abstracts that best fit your session. Remember, these are five minute sessions, so you can select around 10 for a 60 minute session and 16 or so for a 90 minute session.

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Educational Session—Short Talks

- **Other Short Talk Formats:** Another possibility is to submit your Short Talk session as a 60 or 90 Minute Seminar **but provide more time for each presentation**.

- **Scope:** Within the traditional Short Talks format, another way for sharing ideas in this chosen format is to also center discussion on a particular educational theme by expanding the Short Talks format to 10 minute presentations. This can provide more time to go into greater detail on the chosen topics, but obviously limits the number of presenters.

- For this submission it would be best to provide a complete list of the talks you plan on being part of the session.

Short Talks—Pros

- **Widespread Interest:** These sessions Have become increasingly popular with ADEA members as multiple speakers can address the topic.

- **Timing:** Speakers are able to discuss one critical issue, technique, or model in a clear and concise manner that is easy for the audience to follow.

- **Stay Engaged:** Because of the format, speaker change every five minutes, which seems to help keep the audience focused.

- **Multiple Speakers:** Allows more speakers to present on a given topic, so you can learn more about the chosen topic.

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Short Talks—Cons

- **Trying to accomplish too much:** Easy for the session to lose its focus with so many presentations

- **Timing:** As the organizer it can sometimes be difficult to keep speakers on task and finish within the given

- **Topic must fit the format:** Not every topic fits the short talk format. Don't think that just because you are submitting a Short Talk Session you are guaranteed acceptance.

- **Multiple Speakers:** You will not know many of the speakers chosen for the talks. Will they be good?

Submission and Review Timelines

March–June 1 (annually) **Educational Abstracts**

March–September 1 (annually) **Poster, Tech Expo and Corporate Submission Abstracts**

June–July (annually) **Blind Peer Review**

September–October (annually) **Poster, Tech Expo and Corporate Submission Reviews**

August (annually) **Educational Review**

October (annually) **Poster, Tech Expo and Corporate Submission Review Meetings**

Notification of Proposal (non)Acceptance Educational (August annually)

Poster, Tech Expo and Corporate (December annually)

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Recent Conference Themes

2016 ADEA ANNUAL SESSION & EXHIBITION
Shaping Tomorrow, Together
MARCH 12–15 | DENVER, CO

B

Celebrating OUR COLLABORATIVE Spirit

2020 ADEA ANNUAL SESSION & EXHIBITION
DISCOVER YOUR PATHWAY
MARCH 14-17, 2020
GAYLORD NATIONAL HARBOR
NATIONAL HARBOR, MD

Find the Right Match

- Know the various ADEA topics.

- Awareness of the "hot" topics (search ADEA Annual & Exhibition meeting programs for the last three years).

- Awareness of the "hot" topics (search *JDE* Table of Contents for the last three years).

- Innovative ideas.

- Attend section meetings to hear of the latest/greatest/current needs of members.

- Talk with Chairs of Interest Groups for current topics.

- Attend sessions and build on current, innovative ideas.

Know the Rubric That Applies

Criterion	4 = **Excellent**	3 = Good	2 = Fair	1 = Needs Extensive **Improvement**
Content	The proposal presents issues of immediate relevance and importance for dental education, with evidence based on current best practices or emerging pedagogy.	The proposal focuses on issues and evidence that are based on current best practices in dental education.	The proposal is related to dental education, but does not contain information that is relevant to best practices in dental education.	The proposal does not clearly focus on issues of importance and relevance to best practices in dental education.
Clarity	The title, abstract and learning objectives clearly describe the session.	The title, abstract and learning objectives of the session are generally well described.	The title, abstract and learning objectives of the session are unclear.	The title, abstract and learning objectives of the session are incomplete and unclear.
Format Seminar	The proposal clearly addresses the Annual Session theme OR professional development goals of ADEA in a well-organized, provocative and interactive format.	The proposal addresses the Annual Session theme OR professional development goals of ADEA in a well-organized format.	The proposal does not clearly describe how it addresses the Annual Session theme OR professional development goals of ADEA or the format and organization of the session are unclear.	The proposal does not demonstrate a connection to the Annual Session theme OR professional development goals of ADEA and the format and organization of the session are unclear.
Format Workshop	The proposal demonstrates a high level of interactivity among participants in an active learning environment.	The proposal describes some active learning and interaction among participants.	The proposal describes little interaction among participants.	The proposal describes no interaction among participants.
Professional Writing	The proposal is well written.	The proposal has minor errors and would require some editing.	The proposal has errors and would require significant editing.	The proposal requires complete rewriting to understand its meaning.
Contribution	The proposal will make a significant contribution and should attract a large number of participants from areas within dental education.	The proposal would make a meaningful contribution and should be of interest to at least one section or group of participants in dental education.	The proposal will make a small contribution and will be of interest to few participants.	The proposal will make no contribution and will attract few participants.

What happens after I submit?

- Know the Program Submission Deadline,—June (annually)
- Review Process (three levels)
  - Level 1: Three blind peer reviewers score each program according to the rubric.
  - Level 2: Reviews are forwarded to the ADEA ASPC lead reviewers who begin eliminating submissions.
  - Level 3: ADEA ASPC meets in late July to make final decisions.

Common Errors

- Forcing the theme into an abstract.
- Providing statements without evidence.
- Not following the rubric.
- Failing to have the proposal proofread.
- Reporting a study without ethical approval (IRB).

Summary

- Identify why your topic is best suited to the Short Talk Session.
- What works best—five or ten minute talks?
- Awareness of the importance of the theme as well as the various key topic areas in ADEA.
- Remember that the rubric applies to this abstract submission format as well.

Questions?

Contact any of the members of the ADEA ASPC committee listed on the ADEA website for more information.

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