**ACPIVR Conference Saturday 29th June 2024 – Abstract submission form**

**Please read before completing the abstract form:**

Abstract submissions should be **400 words maximum** (font Arial 11, not including figure/table). Abstracts exceeding this limit will not be accepted. Please use the headings recommended in the box below.

* Authors are able to submit abstracts that have been recently presented at national or international meetings, as well as ‘new’ abstracts.
* We welcome all abstracts that are related to vestibular rehabilitation, research or practice.
* If you are submitting an abstract to be considered for the oral presentation, please ensure that the lead author is available to attend the conference on the 29th June 2024. If you are submitting to the poster competition please ensure that a member of your team will be available to come to the conference to display, answer questions and take down your poster at the end of the day. Please also ensure that your email address is included on the poster so that attendees can contact you about your research.
* The deadline for submitting your abstract is **31st March.** Abstracts should be submitted by completing and emailing this form by email to: [education@acpivr.com](mailto:education@acpivr.com)

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| **Author(s) and institution(s) –** *Please ensure that the presenting author’s name is in CAPITAL LETTERS* | |
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| **Lead author’s email address** |  |
| **I confirm that I am happy for this email address to be shared with attendees and so that people can contact me about my research.** | Yes, I am happy for my email address to be shared. |
| **Have you presented this abstract before?** | Choose an item. |
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| **Has this abstract been published in a publicly available abstract book, online platform or journal supplement?** | Choose an item. |
| **Are you happy for your abstract to be included in ACPIVR’s Journal – ‘Balance Focus’?** | Choose an item. |

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| **Your abstract** |
| **Abstract**  Main body of text (4**00 words maximum *-* font Arial 11)**with one figure or table allowed (not included in the word count).  Please be sure you include the following headings:   * **Background and purpose** * **Methods** * **Findings/ Results** * **Discussion/ Conclusion.** |
|  |
| **Governance**  Please describe and outline the ethical / governance approvals related to the work described in the abstract.   * If you are submitting **a research project**, please include details of your ethical approval including the ethics approval number and committee name. * If you are submitting **a service evaluation or audit**, please submit your Trust / local governance registration number. * **Reviews and QI projects** do not undergo a governance process, however, please include if you registered your QI project. * If you feel this section is not applicable for your abstract, please justify why. |
| Click or tap here to enter text. |
| Please specify if you would like your abstract to be considered for the oral presentation or poster presentation. Successful applicants that are not selected for the oral presentation (there are 2 places) will be automatically included in the poster presentations. |
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The deadline for submitting your abstract **is March 31st 2024,** abstracts should be submitted using this form by email to: [education@acpivr.com](mailto:education@acpivr.com)