

Call for Submissions  
2021 GEA Regional Spring Meeting  
April 20-22, 2021

*Innovations in equity, diversity, justice and inclusion across the medical education spectrum*

**Submission Deadline:** Sunday, December 13<sup>th</sup> at 11:59 PM EST

The GEA invites abstracts for interactive workshops, oral abstract presentations, and posters for the 2021 GEA Regional Spring Meeting.

For the first time the four regions of the GEA will be meeting together in a virtual environment and having a single call for submissions. The virtual meeting will consist of a mix of national and regional sessions, scholarly presentations and networking opportunities. The GEA encourages submissions focusing on the theme of:

***Innovations in equity, diversity, justice and inclusion across the medical education spectrum.***

Proposals may represent original research or innovations in medical education and focusing on any level of the medical education continuum (UME pre-clerkship, UME clerkship, GME, CME/CPD, or across the continuum). All abstracts will undergo a peer-review process. Students, residents, fellows, and new investigators are strongly encouraged to submit their work.

All proposals will be collected via the same submission website, please designate which region you would like your proposal to be affiliated with—this will determine which region will review and consider your abstract for the program.

To submit your proposal [click here](#), the submission site will open soon.

## Submission Types

### Research in Medical Education Abstract Proposal

**Purpose:** To promote dissemination and discussion of completed research and its application to medical education.

**Time/Format:** Submissions will be peer reviewed and accepted abstracts will be selected for either poster or oral presentation. Presenting authors should be familiar enough with the project to discuss relevant literature, present findings and answer questions.

- **Oral presentations** 5-minute presentation along with time for questions and answers with the presenter.
- **Poster presentations** poster sessions will include designated times for presentation of posters with session attendees

**Proposal Requirements:**

Proposals are limited to 300 words and must include:

- Research Statement/Research Question
- Background and relevance of the study
- Design and Methods
- Results
- Conclusions

Required but not included in 300-word count:

- Title
- Author(s) and affiliated institutions
- References
- Confirmation of ability to participate in a virtual meeting

**Research Proposal Review Criteria:**

- Clarity of research statement/question
- Strength of background and relevance of the study
- Strength of research design and methods
- Relevance of results
- Soundness of conclusions
- Clarity of writing

## Innovations in Medical Education Abstract Proposal

**Purpose:** To promote dissemination and discussion of educational innovations (e.g., curricular development projects, program descriptions, new applications or methods, continuous quality improvement projects, etc.).

**Time/Format:** Submissions will be peer reviewed and accepted abstracts will be selected for either poster or oral presentation. Presenting authors should be familiar enough with the project to discuss relevant literature, present findings and answer questions.

- **Oral presentations** 5-minute presentation along with time for questions and answers with the presenter.
- **Poster presentations** poster sessions will include designated times for presentation of posters with session attendees

**Proposal Requirements:**

Proposals are limited to 300 words and must include the following components:

- Objective or purpose of innovation
- Background and/or theoretical framework and importance to the field
- Design: Instructional methods and materials used
- Outcomes
- Innovation's strengths and limitations
- Feasibility and transferability for adoption.

Required but not included in 300-word count:

- Title
- Author(s) and affiliated institutions

- References
- Confirmation of ability to participate in a virtual meeting

**Innovation Proposal Review Criteria:**

- Clarity of objective or purpose
- Clarity of learning objectives
- Strength of background and/or theoretical framework and importance to the field
- Strength of evaluation design (methods and materials)
- Relevance of outcomes
- Awareness of limitations (reflective critique)
- Clarity of writing

## Workshops

**Purpose:** Skill-oriented, interactive experience for learners which will allow them to take home specific knowledge and skills.

**Time/Format:** Conference workshops will be 60 minutes in length. It is expected that the workshop activities will include hands-on practice, interactivity, (aka active learning for a significant portion of the workshop time).

**Virtual Workshop requirements:**

Authors are expected to provide a detailed, clear description of how they plan to effectively facilitate the workshop in a virtual environment. This may include a description of the resources that may be given to small groups for breakout room activities, tools to facilitate engagement (see examples in the table below), inclusion of roles for authors (chat moderator, breakout room facilitator, etc.), or back-up plan if technology fails. Use the following features when describing your workshop facilitation.

Tools & Features	Functionality
<b>Annotation</b>	Mark-up and draw on the screen
<b>Audio</b>	Allow verbal responses from remote participants
<b>Breakout Rooms</b>	Allow remote participants to in small groups
<b>Chat</b>	Allow written/text responses from remote participants
<b>Material Distribution</b>	Provide links and files/handouts for all participants via the chat
<b>Polling</b>	Advance from basic to challenging questions to invite participant responses For polling to work, we ask presenters to create a PowerPoint slide with their questions and up to 5 response options labeled A,B,C,D,E
<b>Screen Sharing</b>	Facilitate using only specific application (.pptx, docx, etc.) or facilitate while navigating websites, animations, or software/applications

<b>Whiteboards</b>	Facilitate drawing/typing on a common virtual whiteboard
<b>Other Technologies</b>	Google Docs, Google Forms, Padlet, Mural, Kahoot, Mindmeister, Coggle, etc.

### **Proposal Requirements:**

Proposals are limited to 750-word abstracts and must include the following components:

- **Rationale:** Why the topic is important, its timeliness, and its relevance to medical education
- **Learning Objectives:** What participants will know or be able to do as a result of this session
- **Session Methods and Format:** Indicate amount of time to be allocated to each speaker or element of the program. Describe the format of the session and the methods that will be used to actively engage participants, including the amount of time that will be used for active engagement.
- **Online facilitation:** Explain how you expect to make the session successful through a virtual medium (review the virtual workshop requirements above).
- **Experience:** In one sentence per speaker, describe the experience of the speaker(s).

Required but not included in 750-word count:

- Title
- Author(s) and affiliated institutions
- Confirmation of ability to participate in a virtual meeting

Proposals will be reviewed using the following criteria:

- Importance, timeliness, and relevance of topic
- Clarity of learning objectives
- Clarity and appropriateness of session format and method (reader knows who is doing what)
- Appropriate format and methods to engage participants in session
- Interest potential
- Clarity of writing
- Effective use of virtual engagement (based on amount of time and proposed resources used to engage the audience)

## **Additional Opportunities**

Each GEA region may offer additional opportunities for networking, table top discussions, collaborative coaching, and/or hot topic/hot seat sessions for which attendees may submit topics or ideas. You will receive a call for these short submissions in early spring 2021.