

DCT Poster Presentation Day Monday 22nd June

Dear All

In these unprecedented times our usual pattern of working has been impacted significantly. Thank you all for managing so well through what I personally have found a very challenging time of change and uncertainty.

We were attempting to have our usual poster submissions in an e-poster format but that is not feasible at the moment – we will explore this for the future. We are all exploring new ways of working and this format will hopefully become what becomes the norm.

We will go ahead with the presentation day and ask that all of you who wish to present or submit their work/project/audit/topic do so. This is not mandatory and is planned to be an enjoyable interactive session with time for Q&A.

**2 Presentation sessions 10am - 12 & 2pm – 4pm
Monday 22nd June 2020**

Guidance

10 minute slot (8 mins presentation, 2 mins questions - similar to most scientific meetings).

5 slides maximum to present and summarise. (You will be cut off if you run over time).

Visuals should be simple and bold.

Avoid submitting compactly packed, high word-count slides.

You will be able to talk over the presentation to embellish the information.

Discuss any cases with the consultant whose patient you are presenting.

There should be no patient identifiable information.

Present numerical data in the form of graphs, rather than tables (graphs make trends in the data much more evident). If data must be presented in table-form **Keep it Simple**.

Organise your presentation into subdivisions with the key learning points as the focus

Please identify your presentation with your name and host trust/institution at beginning and end.

The screen share will be done centrally (this seems to be more stable than everyone sharing from their own device).

This will be on MS Teams platform and you will be sent an invite.

You can share the invitation with your ES and work colleagues.

Please submit your presentation to me Anne.Begley@hee.nhs.uk and susan.tierney@hee.nhs.uk

before Friday 19th June at 12 noon, ideally before that and advise if AM or PM slot preferable and you will be allocated a time.

Please include a mobile phone number with your presentation if we need to amend or speak before that date.

Please book on to the AM or PM session via MAXCOURSE.

10am -12pm session: **NWDCT200622M**

2pm- 4pm session: **NWDCT200622P**