



## APPD 2024 Pediatric Medical Education Conference Call for Enhanced Learning Sessions (ELS) Submission Guidelines

We are pleased to announce that the call for Enhanced Learning Sessions (ELS) submissions are now open for the APPD 2024 Pediatric Medical Education Conference, September 18-20 in Arlington, Virginia!

Enhanced Learning Sessions are 90-minute sessions comprised of a variety of creative formats including panel discussions, debates, or workshops. Submissions should be well written, have well described educational goals and objectives, and well thought out agendas are highly sought for review. Submissions should include a detailed agenda for a 90-minute enhanced learning session.

We encourage presenters to explore non-traditional, engaging, and innovative session formats that incorporate active learning, as well as those that allow time for questions, answers, and dialogue between presenters and participants. Timely and important topics addressed by innovative teaching techniques including expert panel discussion, flipped classroom, didactic presentations, or other creative formats will be prioritized, as well submissions representing multiple institutions and job roles within pediatric medical education. Special consideration will be given to submissions that include presenters across the pediatric education spectrum including UME and GME learners.

**Deadline for Submission: Monday, May 13, 2024 (11:59pm Pacific)**

Submissions should be related to the field of pediatric medical education. We welcome submissions on the following categories:

- Designing and Promoting Educational Scholarship
- Faculty Support and Development
- Trainee/Student Learning
- Promoting and Enhancing Pediatric Careers
- Educational Innovation

### **Character Limit**

Each submission should be a maximum of 2,600 characters long, including title and body. You will be able to check your character length at the bottom of the Submission Information page and in the Submission Information section of the Submission Overview page.

### **All Caps versus Upper/Lower Case Lettering**

Titles will automatically be entered by the submission site in all upper-case lettering. However, descriptions, references, authors, and other submission information must be entered in upper- and lower-case letters. Please do not enter that information in all caps. All details will be published in our meeting program and must be consistently formatted.

You may use a text editing program to write your submission such as Microsoft Word and paste the text into the submission text area, BUT it is strongly advised to review your content after pasting into the web form, especially when using special characters to make sure your browser did not misinterpret the pasted content. The text editor field has formatting and special character options available in a top menu.

### **Abbreviations**

Standard abbreviations may be used, i.e., RBC, g, kg, mg, %, etc. Non-standard abbreviations must be explained when first presented and should be kept to a minimum.

### **Submission Confirmation**

Only the corresponding author will be sent an email confirmation of the submission. The confirmation email will include a copy of the submission content. Please review the submission to ensure its accuracy. If you do not receive a confirmation email upon submission, please check your spam folder. If you still have not received a confirmation email from the APPD National Office, please contact [info@appd.org](mailto:info@appd.org).

### **Review**

The submission review process utilizes a standardized scoring rubric and shielded grading system. Authors should be cautious in using institutional references in the body of the submission. Do not put author names or affiliations within the title or body section. Demographic information collected from the corresponding author will not be considered in the review process.

### **Notification**

Only the corresponding author of the submission will be notified of the Planning Committee's decision. It is the responsibility of the corresponding author to inform co-authors/co-presenters of the decision. Notifications will be sent by the end of June.

### **Registration**

All presenters of accepted ELS proposals are required to register for and attend the meeting.

### **Conflict of Interest Disclosure**

All Presenters of accepted ELS proposals are required to complete a conflict-of-interest disclosure form for CME purposes (to be sent by the APPD).