

Terms & Conditions – *Optometry Virtually Connected* e-poster session

1. *Optometry Virtually Connected*

- 1.1 *Optometry Virtually Connected* ('OVC') is a virtual conference and product showcase created by optometrists, for optometrists, with up to 30 hours of quality assured CPD on offer.
- 1.2 OVC is owned and operated by Optometry Australia ("OA") and the 2021 conference is presented in association with the Asia Pacific Council of Optometry, New Zealand Association of Optometry and New Zealand's Optometrists and Dispensing Opticians Board.
- 1.3 OVC 2021 is being held completely online from 18-20 June 2021 with delegates attending from Australia, New Zealand and throughout the Asia Pacific region. OVC 2021 is being hosted on a third-party's digital platform.

2. *Clinical and Experimental Optometry*

- 2.1 OA also publishes one of the world's leading optometric journals, *Clinical and Experimental Optometry* (CXO).

3. Call for abstract submissions

- 3.1 OA invites research-focused abstract submissions from optometrists and vision scientists, who have a particular interest in translating their research for practitioners, to be submitted for consideration for display at OVC 2021.
- 3.2 OA also invites optometric practitioners to submit interesting case reports.
- 3.3 If accepted, authors shall subsequently submit their abstracts as an e-poster to be displayed at OVC 2021.
- 3.4 OA would welcome abstract submissions on the following topics:
 - 3.4.1 Future of optometry
 - 3.4.2 Myopia management
 - 3.4.3 Glaucoma and neuro-optometry
 - 3.4.4 Contact lenses
 - 3.4.5 Ocular therapeutics
 - 3.4.6 Age-related macular degeneration
 - 3.4.7 Dry eye.

4. Submission and peer-review process

- 4.1 All submissions must meet the minimum requirements (see section 5 of these Terms & Conditions) and address the key criteria (see section 6 of these Terms & Conditions).
- 4.2 All submissions will be peer-reviewed by a team of academics selected by OA ("Selection Team"). On behalf of OA, the Selection Team will review and determine the merit of each submission received.
- 4.3 The Selection Team is comprised of Professor Carly Lam (Hong Kong Polytechnic University), Dr Angelica Ly (University of New South Wales) and Dr Jeremiah Lim (Flinders University).
- 4.4 The Selection Team will reject any submission that does not meet the outlined terms & conditions.
- 4.5 It is the responsibility of the contact author to receive permission from their research co-authors to submit the abstract and if accepted, their poster to OA for presentation at OVC 2021.
- 4.6 By submitting an abstract in response to the call for submissions, the authors agree to the publication of their poster on the OVC 2021 platform if their abstract is accepted.

- 4.7 By submitting an abstract, all authors declare that the content is original and has not been published elsewhere.
- 4.8 On acceptance, by submitting a poster, all authors declare that ethics approval for any research conducted involving human or animal participants has been obtained from their relevant institution. Retrospective case studies from clinical records usually require ethics approval. Service evaluations or views or opinions of practitioners may not require ethics committee approval depending on the jurisdiction. Written permission allowing the use of patient photographs in case studies must also be obtained.
- 4.9 All submissions must be made through the submission link - <https://www.surveymonkey.com/r/SKNYW9V>.

5. Submission minimum requirements

- 5.1 An abstract outlining the research to be included on the poster.
- 5.2 Abstracts must be submitted via the submission link - <https://www.surveymonkey.com/r/SKNYW9V>.
- 5.3 The criteria for the abstracts are as follows:
 - 5.3.1 Abstracts should be no longer than 300 words total.
 - 5.3.2 Abstracts must be structured.
 - 5.3.3 Abstracts should use UK English spelling (e.g. colour not color; utilise not utilize) and SI units (e.g. 6/6 not 20/20).
 - 5.3.4 Abstracts should utilise the clinical relevance statement section to clearly articulate the purpose of the research and its applicability to a wider clinical audience.

6. Key criteria

- 6.1 A maximum of 25 abstracts will be selected to be presented as posters during the conference period.
- 6.2 Abstracts will be reviewed, and accepted or rejected, based on the following criteria;
 - 6.2.1 Quality and clarity of the information presented
 - 6.2.2 Originality of the work
 - 6.2.3 Importance and contemporary relevance
 - 6.2.4 Validity
 - 6.2.5 Experimental design
 - 6.2.6 Contribution to knowledge in the field
 - 6.2.7 Soundness of conclusions (if any available to date)
 - 6.2.8 Novelty of the case reported (if applicable)

7. Submission and feedback deadlines

- 7.1 All abstracts must be submitted to <https://www.surveymonkey.com/r/SKNYW9V> no later than 11 May 2021.
- 7.2 The contact author will be informed of the outcome of their submission no later than 25 May 2021.
- 7.3 All contact authors whose abstract is selected must submit their finalised poster no later than 14 June 2021 to allow for uploading to the conference platform.
- 7.4 Any accepted posters that miss this deadline will not be included for presentation at the conference.

8. Poster guidelines

- 8.1 If your poster is accepted, it should be submitted in the following format:
 - 8.1.1 Landscape PDF file – we recommend creating a 16:9 PowerPoint and converting to PDF.
 - 8.1.2 Files names should not be saved with spaces or brackets in the file name.

- 8.2 Use of engaging tables and figures to enhance the content being presented is strongly encouraged.
- 8.3 Ensure all text is large enough to be viewed on varying sizes of screens including any text presented in tables and figures.
- 8.4 All accepted contact authors will be asked to provide an email address they are contactable at, to allow delegates the opportunity to contact them directly with queries related to the research presented.

9. Queries

- 9.1 All queries regarding these Terms & Conditions can be submitted to ovc@optometry.org.au.