

HiNZ Submission Guidelines - Scientific Abstracts

These guidelines apply to scientific abstract submissions to the 2018 HiNZ Conference. Submissions must be the original work of the submitting author(s), must not have been previously published and must not be under consideration by another publication or conference. Submissions that fail to meet these criteria will be withdrawn from the conference. All accepted submissions will be published in the conference proceedings which will be available as an open-access downloadable PDF at www.hinz.org.nz after the conference.

We are looking for research abstracts and associated oral presentations that provide insights into the latest thinking, innovations and emerging initiatives. Authors of selected abstracts may be invited to write a full paper for publication in the Journal of Innovation in Health Informatics <https://hijournal.bcs.org/index.php/jhi>

Tips on what to submit

- Maximum 400 words
- Tell us about your research, including topics about clinical, organisational, technical and other aspects of health informatics
- Postgraduate students are encouraged to submit their research.

Types of submissions

When you submit your abstract, you should indicate what type of submission you want to make.

Oral presentations

If your abstract is accepted, you will get 15 minutes to present your research. Presentations are done in clusters of four or five, followed by a question time. Your abstract may be identified by reviewers as suitable for development into a full paper for publication and you will receive an invitation after 4 July if this is the case.

Quickfire oral presentation

If you choose this option, and your abstract is accepted, you will be given 3 minutes to talk, to a maximum of 3 slides. (In addition to the 3 minute presentation, there will be time for Q&A with the audience).

Step 1: Prepare your abstract

Use the template provided to create a structured abstract.

Please note the following:

- Maximum of 400 words
- References are not required in the abstract.

Step 2: Submit your paper online

The deadline for submissions is **midnight Wednesday 15 May**. We will not accept submissions after this date. Upload your abstract following the instructions at www.hinz.org.nz. Indicate the category (oral presentation, Quick Fire presentation) when you submit.

Step 3: Submission Review

All submissions will be peer reviewed by an international committee of experts. The abstracts will be scored by these criteria:

- Relevance or significance of the topic
- Study design
- Originality
- Discussion or interpretation of findings/results
- Clarity of writing

Step 4: Author notification

You will be notified by **10 July** if your abstract is accepted for oral (15 minute) or Quick Fire (3 minutes) presentation, or declined. If your abstract for oral presentation has been accepted and identified for publication, you may also receive an invitation to write a full paper.

The proposed presentation date and time allocated will be advised separately by the HiNZ event director. (You will be able to request a change to this time if necessary.)

If your abstract is accepted:

Step 5: Fill in the 'author acceptance' form online

- Confirm that you accept the conditions of presenting.
Note: By accepting the invitation to present you are giving HiNZ permission to publish your name, job title, organisation name, email address, photo and biography in the conference app and handbook. You are also giving HiNZ permission to film your presentation and include it in the HiNZ webcast library (video/slides shown simultaneously).
- Confirm that you are doing either an oral 15-minute presentation, or a Quickfire 3-minute presentation, as advised by the reviewers' decision
- Identify which author(s) will be presenting (maximum of two presenters).
- Indicate if the presenting author is a student and wishes to be considered for the Best Student Presenter Award.

Step 8: Submit presenting author(s) details

Email HiNZ your photo and biography

Step 9: Registration

Register for the conference at www.hinz.org.nz (Authors that are not registered will not be allowed to present.) The author registration deadline is **31 July**.

Questions? Email conference@hinz.org.nz