



National Suicide Prevention Conference 2019 22-25 July 2019, Melbourne, Victoria

Key Dates

16 November 2018	Call for Presentations Open
3 December (TBA) 2018	Bursaries Open
28 January 2019	LiFE Award Nominations Open
15 February 2019	Call for Presentations Close
15 February 2019	Registration Opens
29 March 2019	Authors Advised of Submission Outcome
29 March 2019	LiFE Award Nominations Close
17 May 2019	Early Bird Registration Close
17 May 2019	Speaker Registration Date

Submission Guidelines

There are a number of requirements for presentation submissions at the National Suicide Prevention Conference (NSPC). Submissions can be made online using the official NSPC portal, accessed via <https://eecw.eventsair.com/nspc2019/presentationportal>.

Depending on whether you would like to submit an academic, suicide prevention program / project / service, lived experience or alternative / other presentation, you will be asked different questions. It is expected that submissions are based on new information and/or completed work, or those that will be completed prior to presentation at the conference. Presentations that show new knowledge has been generated and that bridge the gap between research, policy, practice and lived experience are preferred.

As in previous years there will be potential to have specific streams running through the conference. This year interest has been indicated in streams covering suicide prevention for the following groups:

- Aboriginal and Torres Strait Islanders
- Men
- First Responders and trauma
- Research



Review process

The review panel conducts a blind review of Conference proposals. Author identities are concealed from reviewers throughout the review process. Please ensure that the proposal is written in a way that does not give away your identity.

Review focus

There are always significantly more presentations proposed than there is space within the Conference. In the past, only around one half of proposed ideas have been selected. The review panel favours presentations which go beyond the descriptive. To increase the likelihood of selection, your presentation should speak to:

- Research – benefits to suicide prevention knowledge for policy and service delivery
- Implementation programs – what the evaluation implementation does, results you see coming back

Presentations

In choosing a presentation format please consider the most appropriate format that allows for interactive input and stimulating discussion of issues. Presenters of long and short paper presentations are strongly encouraged to develop a written paper, although this is not a requirement for participation or a factor in program selection. We also encourage nominees of interactive workshops to consider developing short papers, reports, or other outputs synthesising the outcomes of these sessions (which can form part of the conference online proceedings).

In order to ensure a balanced program, proposed presentations may not may be selected to present in their nominated format.

If you work for a large, decentralised or national organisation, please speak with your colleagues across your organisation before submitting, to reduce duplication of presentation ideas from within your organisation.

Before you begin your online submission

The NSPC program will be made available to delegates on the conference app, suitable for smartphone or tablet. The data submitted as part of your application will be directly transferred to the app. [It is](#)



essential that all information is entered using correct spelling and punctuation, ready for publication. Submissions which are not suitable for including in the app because of typographical errors, incomplete sentences etc will not be accepted.

Below is a list of all fields you will be required to enter when submitting a presentation idea. All fields are mandatory. Please review this list before entering the application portal. It is recommended you prepare all text in Word, checking your character limits (including spaces), and then copy and paste into the online system.

Presentation ideas are assessed based on the following criteria:

- a) Relevance/importance to SPA conference audience:
The proposal should address topics that are of importance to a broad audience within SPA, and if accepted, is likely to attract an audience.
- b) Relevance/Importance to overall conference theme and to sub-themes:
The proposal should align with conference theme, *United in Action*, and this needs to be explicit in the proposal. One or more sub-themes will be identified and used to stream the presentations.
- c) Technical quality:
A proposal should meet high standards of technical quality in terms of methodological, conceptual and logical rigor.
It should be legible and free from grammatical and spelling errors
- d) Overall assessment:
When looking across the review criteria, and across proposals, reviewers are asked for their overall recommendation on each proposal.

The Abstract is a summary of the content of your presentation. It should include:

- the purpose of your presentation
- an outline of the key concepts and/or research and evaluation methods or both, underpinning the key concepts
- the main findings and/or conclusions
- the implications for advancing knowledge in suicide prevention theory and/or practice.

You should keep in mind the criteria for assessment A to D in preparing your abstract.

Please write your abstract as you wish it to appear in the conference app. Describe your proposed presentation or workshop in your abstract in no more than 300 words.

You will be presenting at the same time as up to four (4) other sessions, so you need to make clear what you are covering and its importance. Your audience is diverse – across Australia, disciplines, and



knowledge of suicide prevention – ensure your intention will be widely understood. What are you adding to the field of suicide prevention? We strongly suggest that you edit your work and ask for comment from someone not involved before submitting.

Use the Australian or UK English version of spell check.

Tips for writing your abstract:

- Don't use an acronym unless it is well known internationally – especially ones you have made up. Many in your audience won't know the acronym. Someone will have to edit it out.
- Don't use jargon terms – e.g. a new term you or your colleagues have created.
- Have a colleague read over your work and make sure the sentences are grammatically correct – e.g. verbs and subjects agree.
- Abstracts that have errors or are poorly written have a reduced chance of being accepted.

Justification statement

The justification statement immediately follows your abstract. It presents the important concepts and facts to explain the proposal's contribution to the conference theme. It outlines the relevance of your presentation to suicide prevention and the importance of what you are proposing. This is your chance to persuade the reviewer that your presentation is worthy of a place on the program.

Please ensure that your statement responds to the assessment criteria and explains your contribution to the conference theme.

You will be asked to provide brief information on the following:

- Describe why the concepts you are presenting are important to the advancement of suicide prevention.
- United in Action - How does your presentation align with the conference theme.
- Quality improvement: How does your presentation relate to improving the quality of suicide prevention in Australia?
- New information: What new and/or novel approaches, new initiatives, emerging fields, new research, new un-presented material or wisdom of lived experience does your presentation bring to the field of suicide prevention?
- Lived experience: How did you engage or include those with lived expertise of suicide in the topic of this presentation? eg LE was involved in research design / service planning & delivery / evaluation /



I have lived experience

- Lessons learned: What worked well? What did you learn? How can other programs learn from you? What are the practical implications of the information you are presenting?

NOTE: Please keep a copy of the abstract and justification statement for your records prior to clicking 'upload'.

Meaningful engagement of people who identify as having a lived experience of suicide

We encourage all suicide prevention research, programs and services presenting to include the voice of lived experience. Although in some presentations this will not be possible (eg literature reviews), where possible presenters should consider co-presenting with a person who can share their perspective on the topic, based on a personal lived experience of suicide. At a minimum the presentation should include viewpoints from individuals with a lived experience of suicide.

The way in which those with lived experience engaged with you and your work is important. Did you engage people with lived experience in the program design, formulating the research questions, on a steering committee for the service? If you are speaking from a perspective of lived experience, did you engage with anyone else who has a lived experience of suicide (and how did you do this)? Merely delivering a program to people with lived experience without involving lived expertise in the planning does not constitute "inclusion of lived experience".

Perspectives from lived experience must be focused on lessons learned and look to how future outcomes can be improved for those impacted by suicide.

Proposed presentation ideas will be reviewed by the Program Advisory Committee. Subject area experts will be engaged by the Committee to assist in the process. The call for papers receives many more submissions than the Committee can accept; as such, we encourage applicants to provide as thorough a submission as possible given the increasing interest of this process.

Presentation submissions will close at 5:00 pm (AEDT) on Friday 15 February, 2019. Late submissions WILL NOT be accepted.

Presentation format options

While authors are able to select their preferred method of presentation, the final format is at the discretion of the Program Advisory Committee. Depending on the need of the conference program, presentations may be deemed more suitable for a different presentation format than the author originally requests.



Following feedback that students would like increased opportunities to be involved with the conference, a fifth presentation mode based on the “3 Minute Thesis” format has been introduced. This is an excellent opportunity for emerging researchers to present on the national stage.

Presentation formats are:

1. Short Oral (Poster) Presentation (5 minutes)

In 2019 we continue to feature Poster Presentations at the conference, including a dedicated session for posters to be orally presented to delegates. In response to feedback, we will be including an optional short oral presentation with each poster. Each short oral presentation will be accompanied by a poster which will be on display for the duration of the conference. Posters receive a higher exposure than standard oral presentations, because they are available to all delegates to view.

Poster presenters usually have a larger audience and are better able to interact with their audience and answer questions one-on-one. We will again be acknowledging excellent posters. In 2019, there will be three different poster awards:

- Best academic poster
- Best academic student / early career (less than 5 years) poster
- Best non-academic poster

A broad variety of poster styles and presentations is encouraged.

Poster presentations are encouraged from both academic and non-academic presenters. Non-academic posters do not need to conform with standard academic poster practice. Posters report on a variety of areas including lived experience, programs, original research the application or testing of theory to new programs or activities or review and synthesis of research. Posters that present new and innovative findings and include implications for practice are actively encouraged. Posters which describe existing programs rather than present new information will usually be declined.

Presenters are responsible for designing and printing their posters as well as on-site management, including ensuring they are displayed and removed as per instructions provided to poster presenters.

The Program Advisory Committee may assign short oral (poster) proposals to submitters requesting other presentation formats, based on the review process.

2. Workshop



Workshops have a practical focus and often describe innovative or best practices, or programs in communities, schools, healthcare or other settings. Workshops should include underlying theory or research, case studies, evaluation and lessons learned. Workshops are instructional and interactive, with time for questions and discussion. Workshops will be scheduled for either 60 or 90 minutes depending on the number of workshop applications received and accepted.

The Program Advisory Committee may assign workshop proposals to other presentation formats based on content and topic.

3. Oral Presentation

Oral presentations report on a variety of areas including learnings from lived experience; original, methodology, data-based research; the application or testing of theory to programs or activities; or learnings from new or existing programs. The focus of oral presentations must be on the provision of new knowledge and learnings, such as program outcomes or research results. Descriptions of services, programs or activities which do not provide new information are not suitable for inclusion. The Program Advisory Committee may assign oral presentation proposals to other presentation formats based on content and topic.

4. Soapbox Speeches

In the fine tradition of soapbox presentations and Speakers' Corners around the world, presenters will be allocated 5 minutes to present as they wish. Soapbox speeches will be scheduled during break times and should aim at stimulating discussion or be provocative (although following principles of safe practice in suicide prevention). The Soapbox Speeches are one of the most positively received presentations of the Conference program.

5. 3 Minute Thesis (students & early career researchers only)

Familiar to many doctoral and postdoctoral students, the 3 Minute Thesis provides a great opportunity for students to discuss their research in a way that is accessible to people outside of their field. Students will present their 3 Minute Thesis as part of the pre-conference workshop offerings, and the winner will be given the opportunity to present within the conference keynote presentations. This provides students and researchers with less than five years of experience with some great insights into career development (as well as sector exposure), and the audience with a quick overview of a suite of current research.

Presenting at Conference



Past speakers have told us that speaking at the National Suicide Prevention Conference is a rewarding, exciting experience, but it can be hard work. Speakers are discussing a sensitive topic that may impact you personally, and will have personal implications for members of the audience. Whether or not you have a lived experience of suicide, it is essential that you have diverse forms of self-care activities and that these are consistently implemented during the Conference. All delegates, including presenters, have the risk of becoming distressed. All delegates, including presenters, can use the Quiet Room to take a break from the hustle and bustle of the Conference and can access the counsellors on-site during the Conference.

General requirements

By submitting a presentation idea you agree to the following:

- My presentation(s) will abide by the safe language guidelines.
- My presentation(s) must avoid mentioning a method that an individual used in an attempt or the method that a person used to end their life, and will only refer to a method(s) if it is necessary for the outcomes of the work being presented.
- The acceptance of a presentation does not imply provision of travel, accommodation or registration for the National Suicide Prevention Conference.
- Costs associated with preparation or presentation, or any costs associated with attendance at the National Suicide Prevention Conference are the responsibility of the presenter(s). If a presentation is selected, the presenter(s) will be required to register as a delegate for the full conference at discounted rate (equivalent to the early bird rate, ie before 17 May 2019).
- Successful presentations must be presented by the submitted presenter(s).
- The person submitting the presentation idea confirms that the submission has been approved by all authors/presenters.
- Acceptance or otherwise is at the discretion of the Program Advisory Committee whose decision is final.

Submitting your Presentation Idea

Over the next few pages, there is a summary list of the questions you will need to answer when submitting your presentation idea. We strongly suggest that you prepare your answers before logging into the Presentation Idea portal.

If you are unable to submit your presentation via the portal, please contact Encanta on 03 9863 7607 or Lexie.Duncan@encanta.com.au for assistance.



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You will be asked the following questions when submitting your presentation idea. All fields are required unless otherwise indicated.

Items marked # are used to assess your presentation for inclusion in the conference.

Section	Field(s)	Special instructions
Contact Details	Title Name Organisation / institution [optional for Lived Experience & Other] Position [optional for Lived Experience & Other] Phone Email	This is the person with whom the conference secretariat will liaise regarding the status of this presentation. Also includes the question: Would you accept another mode of presentation if you are not successful in your preferred mode? Yes / No
Presentation type	Presentation type preference	<ul style="list-style-type: none"> • Academic • Program / Service delivery • Policy • Lived experience • Other [Select one only.] If "Other", please describe. For example, is it a short film, artistic performance, artwork or something else?
Safety	The Program Advisory Committee of the National Suicide Prevention Conference and the staff of Suicide Prevention Australia acknowledge that all delegates, including presenters, can experience distress during the Conference. The Conference is a professional event	Select from options (agree or disagree)



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	<p>that promotes the inclusion of people with a lived experience of suicide to be actively contributing to all aspects of suicide prevention. We also respect that individuals have a human right of self-agency in the determination and implementation of their own self-care plans and activities. It is essential that all individuals, from all walks of life and backgrounds, develop and adhere to their own self-care when attending the National Suicide Prevention Conference.</p> <p>I acknowledge that the Program Advisory Committee, along with the staff of SPA, work to minimise distressing situations during the conference and that I will put into place my own self-care plan.</p>	
Presentation summary (Abstract)	Title of presentation	Provide a concise, descriptive title for your presentation that informs delegates of the topic. Max. 100 characters
	# Presentation summary (abstract) <ul style="list-style-type: none"> • Clarity • Legibility 	What will you talk about? Why is it important? To whom is it important? What outcomes will you be presenting? (300 word limit) NB academic presentations should also include aims, data collection and analysis methods, principal findings and implications This will be entered directly into the conference app, so carefully check your text for spelling / grammatical errors, incomplete sentences etc. Well-written text will encourage attendees to your presentation.
Justification Statement		The justification presents the important concepts and facts to explain the proposal's contribution to conference delegates and the theme. It outlines the relevance of your presentation to suicide prevention and the importance of what you are proposing. This is your chance to persuade



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		<p>the reviewer that your presentation is worthy of a place on the program.</p> <p>Please ensure that your statement responds to each stated item.</p> <p>NOTE: Please keep a copy of the abstract and justification statement for your records prior to clicking 'upload'.</p>
	# United in Action	How does your presentation align with the conference theme?
	# Quality improvement	How does your presentation relate to improving the quality of suicide prevention in Australia?
	# New information	What new and/or novel approaches, new initiatives, emerging fields, new research, new un-presented material or wisdom of lived experience does your presentation bring to the field of suicide prevention?
	# Lived experience	<p>How did you engage or include those with lived expertise of suicide in the topic of this presentation? [eg LE was involved in research design / service planning & delivery / evaluation / I have lived experience]</p> <p>NB for those presentations where this is not possible such as a literature review, please explain why inclusion of lived expertise is not possible or applicable.</p>
	# Lessons learned	What worked well? What did you learn? How can other programs learn from you? What are the practical implications of the information you are presenting?
Presentation mode	What presentation method do you prefer?	<p>Select as many as applicable from: Short Oral (Poster)</p> <p>Workshop</p> <p>Oral presentation</p> <p>Soapbox speech</p> <p>3 Minute Thesis (students & early career researchers only)</p>
Terms & Conditions	Before submitting your presentation idea, you will need to agree to the following terms and conditions	<ul style="list-style-type: none"> ▪ Your presentation(s) will abide by the safe language guidelines. ▪ Your presentation(s) will avoid mentioning a method that an individual used in an attempt or the method that a person used to end their life, and will only refer



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		<p>to a method(s) if it is necessary for the outcomes of the work being presented.</p> <ul style="list-style-type: none"> ▪ The acceptance of a presentation does not imply provision of travel, accommodation or registration for the National Suicide Prevention Conference. ▪ Costs associated with preparation or presentation, and any costs associated with attendance at the National Suicide Prevention Conference are the responsibility of the presenter(s). If a presentation is selected, the presenter(s) will be required to register as a delegate for the full conference at discounted rate (equivalent to the early bird rate, ie before 17 May 2019). ▪ Successful presentations must be presented by the submitted presenter(s). ▪ Confirmation that the submission has been approved by all authors/presenters. ▪ Acceptance or otherwise is at the discretion of the Program Advisory Committee whose decision is final.