

How to Submit a Great Abstract to the Applied Ergonomics Conference!

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2014 Applied Ergonomics Conference
Program Committee Co-Chairs

Presenter Introduction

- Julia Abate, CPE
 - Co-Chair for AEC Program Committee 2014
 - SAS Institute, Cary, NC

- Deepesh Desai, CPE
 - Co-Chair for AEC Program Committee 2014
 - Humantech Inc., Ann Arbor, MI



Why Are You Here? (Poll)

What is the reason that you are attending this webinar?

1. I am interested in submitting abstract for 2014 and am a first time speaker.
2. I have presented in past and would like to understand the changes in abstract submission process for AEC 2014.
3. I am interested in submitting for poster session.
4. General interest.
5. All of the above

Why Are We Doing this Webinar?

Imagine a means of transportation that will take you from Ann Arbor to Detroit Airport -



wiseGEEK



Why Are We Doing this Webinar?

- To *minimize variations* in abstract submissions
- To provide clarity with the abstract submission process
- To provide more information on tracks, abstract descriptions and review process
- To encourage more speakers to submit abstracts
- More importantly...to enable potential speakers to submit abstracts that meets all the requirements

Webinar Goals

To educate potential submitters on the following:

- AEC abstract submission process
 - » Track Descriptions: Selecting the right track for your talk
 - » Titles: Pulling the audience in
 - » Learning Objectives: Key takeaways
 - » Presentation Descriptions: Why should I go?
 - » Example Abstracts
- AEC abstract review process
- Schedule

AEC abstract submission process

- Create your user id and password and enter your user profile and contact information.
- This information allows both IIE and the Program Committee to contact you if there are questions regarding your abstract, or if you are selected as a speaker.
- If the information changes, please update it.

GOErgo presents
The 17th Annual
applied ergonomics
CONFERENCE 2014
Practitioners talking with practitioners

MARCH 24-27, 2014
HILTON ORLANDO | ORLANDO, FLA.

GOErgo, the Global Organization of Ergonomics, presents the 17th Annual Applied Ergonomics Conference (AEC)! GOErgo supports the Annual Applied Ergonomics Conference and Expo, a conference where attendees gather from around the world to share best practices with other professionals in ergonomics, healthcare, safety, human resources and risk management. GOErgo is a community within IIE, an international, non-profit association that provides leadership for the application, education, training, research, and development of industrial engineers, human factors/ergonomics professionals, healthcare providers and related professions. **Important due dates are as follows:** Mark your calendar for **March 24-27, 2014** and plan to join in **Orlando, FL** and take advantage of the opportunity to improve your ergonomics skills, gain insight and connect with global professionals within the healthcare, human factors, government, manufacturing and safety and energy industries at this year's conference.

Learn from those who have been through the process. This conference will provide you with an opportunity to:

- Attend multidisciplinary educational sessions for all experience levels.
- Expand your knowledge of crucial topics affecting the ergonomics community.
- Join in on the roundtable discussions and share opinions, strategies, new initiatives and brainstorm on various topics.
- Come early and attend one or two of the interactive pre-conference workshops.
- Earn Continuing education Units (CEUs) and Professional Development Hours (PDHs).

Abstract Submission Information:

- All abstract submissions will be peer-reviewed and any abstracts in the field of applied ergonomics are welcome.
- **Two new tracks** have been added this year: Accessibility in the Workplace and Flexible Workforce.
- Abstracts involving case studies are encouraged.
- Abstracts accepted are limited to 2 per primary author and 3 per company.
- Priority will be given to abstracts that have not previously been presented.
- For abstract and poster samples, please review [the author's document](#)

Abstract Submission Deadline:	September 27, 2013
Poster Submission Deadline:	November 1, 2013
Author Notification:	November 1, 2013
Poster Notification:	November 29, 2013
Speaker/Poster Presenter Registration Deadline:	January 24, 2014
PowerPoint Presentation/Paper due:	February 21, 2014

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Abstract Submission Site

Abstract Submission Form 2014 Applied Ergonomics Conference

NOTE: Fields marked with a Red Asterisk (*) are required.

Presentation Type *

Standard Presentation - Standard presentations are 20 minutes in length with 5 additional minutes for questions

Master Track Presentation - These 90 minute sessions are expert panels featuring brief presentations by panelists followed by expert discussion and Q&A. (not for a single presenter).

Poster Presentation - Project or case study presented in poster format.

Featured Speaker - These sessions are by invitation only.

- Standard Presentation
- Master Track Presentation
- Poster Presentation
- Featured Speaker

Track Descriptions:

Selecting the right track for your talk

- Track Descriptions are listed on the Abstract Submission Site.
- New for 2014:
 - ADA Accommodations Through Ergonomics
 - Flexible Workforce

Track Descriptions:

Selecting the right track for your talk

- Applied (Translational) Research
- Design, Product Design and Evaluation and Modeling
- Diverse and Global Workforce
- Ergonomics Programs/Policies/Auditing the Ergonomics Process
- Potpourri
- Manufacturing Applications and Case Studies
- Office Ergonomics Programs and Applications
- Successful Ergo Teams – Tutorial Series

Track Descriptions:

Selecting the right track for your talk

- Non-Standard Descriptions
 - **Master Track** – This track is meant for expert panel sessions, not a presentation by a single individual.
 - **Poster Session** – poster presenters do not speak during a track. They are set up in the exhibit hall and asked to man their poster during specific hours when the exhibit hall is open. Poster presenters usually discuss their projects more informally either one-on-one with attendees, or with small groups. It's recommended that poster presenters prepare a short 2-3 minute summary of their project.
 - **Featured Speaker** – This track is by invitation only.

Titles: Pulling the audience in

- Title: The title should be concise and give the reader an idea of what the presentation will address.
- Examples of clear titles
 - Practical Design Applications for the Aging Workforce
- Examples of catchy titles
 - Industrial Ergonomic Solutions: Fad vs. Fact
 - Vertical Mice Showdown: The Pros and Cons of Popular Vertical Mice Designs

Learning Objectives: Key takeaways

- Learning Objectives (75 words or less)
 - Describe clearly what others will learn from your presentation and take back to apply at their facility.
 - It is suggested, but not required, that you make up to three bullet point-type learning objectives rather than write a paragraph.
 - It is recommended that you do not simply repeat your description under the learning objectives. Reviewers want to know that attendees will gain value from attending your presentation.



Presentation Descriptions:

Why should I go to your session?

- Description (200 words or less)
 - This is where you provide a presentation description to be used in promotional literature if your presentation is accepted. Typically it is what attendees will use to determine if they will attend your session. Give a clear and concise synopsis of what you will be presenting, and what they can expect to learn by attending your session. Where applicable (typically case studies and applied research), it is recommended that you include an introduction to your topic, the approach or methods used, a discussion, the significance of the topic and a brief summary of the findings.



More Details

What types of presentation topics work?

- Real world case studies
- Completed project (research and industrial) with final results
- Shareable proven program elements that have applications across industries



More Details

What topics are we looking for in 2014?

- New and innovative projects or case studies
- Abstracts relating to new tracks
- Exciting new program ideas that worked well and translate across industries



Example: *Practical Design Applications for the Aging Workforce*

- Learning Objectives:
 - Review of the most relevant human factors design guidelines & considerations.
 - Practical workplace solutions to meet the "silver tsunami".
 - Best practices and management strategies that engage older workers Ergonomics plays a critical role in supporting the needs of our aging baby boomer workforce.
 - This session will explore how companies are meeting the everyday work requirements for this tremendously powerful work demographic segment. Practical real-world examples will be presented with the hands-on lessons learned.



Example: *Practical Design Applications for the Aging Workforce*

- Description:
 - The aging of roughly 77 million baby boomers is sending a silver tsunami over all aspects of business. The majority of employees will be staying at their jobs longer than in the past, while some will be rejoining the workforce at an advanced age. Contrary to popular belief, at 45 years of age (not 55 or 65) we begin to lose irretrievable amounts of aerobic capacity, strength, vision, hearing, and mental agility. A key to success for many companies will be designing work environments to optimize the newly reshuffled employee base. This session will explore typical age related sensory and motor changes facing aging workers, how work environments can and should be altered to maximize productivity for the aging workforce and how a risk-based approach to workplace safety management can improve productivity for employees of all age groups.

Applied Research Example: *Development of a Cost Model for Material Handling*

Learning Objectives

- The purpose of this presentation is to share a new cost model for driving PtD decision-making.
- In addition, attendees should learn:
 - » How to more fully account for the ongoing cost of safety and ergonomics in operations
 - » An approach for building tools that help ergonomists and safety professions make a credible business case for safety
 - » Opportunities for future research in metrics/tool development.



Applied Research Example: *Development of a Cost Model for Material Handling*

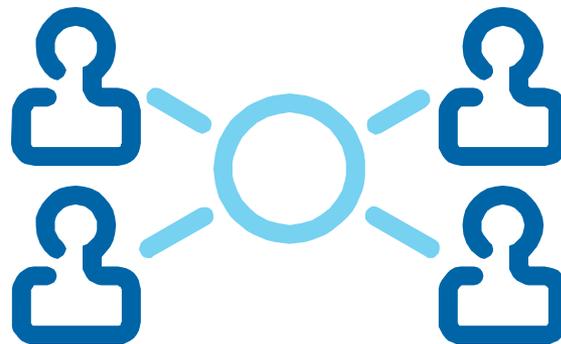
Description

- The primary objective of a Water Research Foundation sponsored project was to develop tools to support prevention through design (PtD) initiatives in water utilities. Part of this research involved development of a model to guide decision-making for moving powders, liquids and objects. A base model was developed that incorporates ergonomics and safety design guidelines. This model categorized alternative approaches according to facility features, conveyance equipment, and ergonomic risk factors. Specifically, it identified and categorized features and attributes that affect injury risk and ongoing operating costs. Recognizing that importance of cost-benefit analysis in driving PtD decisions, the researchers developed a second model for estimating the ongoing operating costs for competing material handling methods. The two models were tested in the field and found to be easy to use once component cost data were gathered. Engineers liked the imbedded ergonomic and safety criteria that they could translate into specifications, and facility planners were excited about finally having a robust, objective cost model for comparing alternatives. Safety leaders liked having a tool that drove both engineers and business leaders toward inherently safer designs. In this session, the models will be presented, along with a discussion of challenges faced by the researchers.

Poster Example: *Ergonomists Helping Ergonomists*

Learning Objectives

- At the end of the presentation, participants will be able to:
 - State major resources of ergonomics that are amenable to sharing among professionals, e.g., ergonomics tools
 - Review and recommend these resources to other ergonomics professionals
 - Use electronic means, e.g., the web and email, to distribute reviews



Poster Example: *Ergonomists Helping Ergonomists*

Description:

- Many tools and resources are readily available that can help ergonomists practice their profession. In some areas, there are so many tools that it is difficult for the practicing ergonomist to keep current. We have begun an initiative within Atlanta's Applied Ergonomics Network asking members to review ergonomics tools and circulate these reviews electronically. In this poster, we describe our process and its results; we conclude with suggestions and recommendations for doing the same in your ergonomics network.

AEC Abstract Review Process

- The AEC Program Committee consists of 15 - 20 volunteers who are practicing ergonomics from various industries and academia and a student representative.
- Reviewers are broken down into teams of 3-5 people. Each team reviews all of the abstracts in 1-3 tracks.
- The abstract review process is a **blind review**. Reviewers do not see the author's names or descriptive information.
- Each submission is reviewed by **at least three (3)** reviewers.



AEC Abstract Review Process

- Reviewers rate each abstract individually, assigning points to various categories, depending on the content of the abstract and the criteria given in each category.
- Categories include:
 - ✓ Abstract Organization
 - ✓ Applicability for the Practitioner
 - ✓ Value to the Field of Ergonomics
 - ✓ Language Quality
- Reviewers give a final recommendation for the abstract.



AEC Abstract Review Process

- Authors may be contacted if there is a question regarding their abstract submission (appears to be in the wrong track, etc.), or if the reviewers feel the submission would be better suited to a poster, Ergo Cup submission, etc.
- Scores from the reviewers are averaged for each abstract.
- Abstracts are ranked by score.



AEC Abstract Review Process

- Program Chairs review the ranked abstracts to make sure that author and company limits are not exceeded.
- Evaluation ratings from past conferences are reviewed for previous speakers.
- Final abstracts are selected and the conference schedule is laid out.
- Authors are notified of the status of their abstract.



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Polls

- Are you thinking of submitting an abstract?
 - ✓ YES! I'll submit one right now!
 - ✓ YES, but I need to think about my topic.
 - ✓ Yes, but I'll probably submit last minute.



Q & A

- Any questions?

See you there!



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