

INVOLVE

Conference 2010

Public involvement in research: innovation and impact

November 16th and 17th 2010
East Midlands Conference Centre, Nottingham

Call for presentations

INVOLVE

Promoting public involvement
in NHS, public health and
social care research

About this conference

INVOLVE's national conferences bring together people with a common interest in public involvement in NHS, public health and social care research. This includes members of the public, service users, researchers, research commissioners and representatives of voluntary sector organisations. The aim is to encourage the sharing of knowledge and learning.

The focus of this 7th Biennial Conference is on innovation and impact, including:

- ways in which the public are involved in research
- understanding the impact of public involvement – how it makes a difference
- providing a platform for research on public involvement in research.

The conference takes place over two days. We will start at 1.00pm on Tuesday 16th November and finish at 4.00pm on Wednesday 17th November. There will be time to discuss, reflect, network and to socialise. We also hope that many of you will want to respond to this **call for presentations** and apply to present at one of the sessions.

Venue

We are returning this year to the East Midlands Conference Centre, a modern and accessible venue near to Nottingham city centre and major road, rail, bus and air links. There are a large number of car parking spaces – including designated disabled parking bays – available at the conference centre.

Costs

This is a non-profit making conference that is financially supported by the Department of Health. INVOLVE also has a conference fund available for people in England from local, voluntary and community organisations, self help groups and individual members of the public wanting to attend. This can help cover the cost of fees, care assistance, travel, accommodation and any other reasonable expenses.

Full details of the conference fees and how to apply to the conference fund will be included in the Conference Booking Form, available from mid-June 2010. In the meantime, if you want additional information about the costs, please contact Rosemary McMahon at Professional Briefings (contact details on back page).

Dates

Please make a note of these important dates:

Monday 12th April 2010	Closing date for sending in your proposed presentation
Friday 21st May 2010	Notification of whether your presentation has been accepted by the conference planning group
Friday 11th June 2010	By this date, all invited presenters need to confirm that they are able to present at the conference
16th/17th November 2010	Conference!

Call for presentations

We are inviting presentations on all aspects of public involvement in health and/or social care research. However the main focus of this year's conference will be on innovation and impact.

This means that we will particularly welcome presentations that explore:

- **how** public involvement is being carried out, new approaches and the **lessons learnt**
- the **impact** of involvement on what research is prioritised and funded, on the research itself, on the people involved (researchers as well as members of the public) and on health and social care services and treatments
- **ways to illustrate** and **document evidence** of impact of involvement.

We are also interested in presentations that discuss **international** perspectives, address issues of **diversity** and **accessibility** as well as report on **new developments, ideas** and **innovative approaches**.

Information about how to apply to give a presentation is on the last page of this form.

Types of presentations

We are inviting five different types of presentations:

1. Posters:

Posters are an important part of the conference and will be on display throughout the conference. We can advise you on how to put together a poster if you haven't done this before.

2. Poster Talks:

This is an opportunity to briefly talk about your poster as well as having it on display. You will have 5 minutes to talk about your poster and also time to answer any questions from the audience.

3. Papers:

25 minutes to talk about your work. This must include at least 10 minutes for discussion with the audience.

4. Workshops:

A 90 minute training or discussion session on a specific topic relevant to public involvement for service users and/or researchers. These sessions must include substantial audience participation.

5. Other approaches:

As well as the more usual formats of a paper, poster or workshop we would welcome other approaches to presenting work on public involvement in research – for example presenting a DVD or sound recording; putting on a short play, comedy or musical; or using poetry, drawing or other formats.

Making a conference presentation

If you would like to apply to give a conference presentation then you can choose to:

- download an electronic copy of the form from the conference website or from INVOLVE's website www.profbriefings.co.uk/involve2010 or www.invo.org.uk

OR

- detach and complete the application form from the rest of this document.

Once completed please send or email the form and your page of additional information to Professional Briefings at:

Professional Briefings

37 Star Street

Ware

Hertfordshire SG12 7AA

Email: london@profbriefings.co.uk

The closing date for applying to do a presentation is Monday 12th April 2010

Professional Briefings will acknowledge receipt of your proposed presentation by email or by post if you haven't given us an email address.

If you would like to give a presentation and need some help in putting it together then please tick this box and send Professional Briefings your contact details on this form. They will contact you to find out how we can help. Or you can speak directly to Rosemary McMahon at Professional Briefings on 01920 487672.

Making presentations accessible

The INVOLVE conference attracts a very varied audience. We ask all presenters to bear this in mind. When writing the summary (abstract) of your proposed presentation please:

- a) Avoid research jargon and acronyms (initials of words or titles).
- b) Use simple straightforward language and short sentences.
- c) Bullet points can be helpful. Important words can be highlighted in bold.
- d) Use Arial 12pt. font.
- e) Guidelines on producing accessible presentations are available on INVOLVE's website (www.invo.org.uk) conference page.

APPLICATION FORM

First Name: _____ Last Name: _____

Job Title (if appropriate): _____

Organisation (if appropriate): _____

Address: _____

_____ Postcode: _____

Telephone: _____ Email: _____

Types of presentation

In response to feedback from previous conferences we have reduced the number of sessions. This means we will be selecting a smaller number of presentations in total. We hope you will consider submitting a poster talk as an alternative choice. If you are ticking more than one box please number your preferences 1 = first choice, 2 = second choice, etc.

Poster Poster talk Paper Workshop Other approach

Your target audience (please put an **x** in the relevant boxes)

- People with no previous knowledge or experience of public involvement in research
 People with some knowledge or experience of public involvement
 People with a lot of knowledge or experience of public involvement

The perspective(s) of your presentation (please put an **x** in the relevant boxes)

- | | |
|--|---|
| <input type="checkbox"/> Service user/carer | <input type="checkbox"/> Practitioner (e.g. social worker, clinician) |
| <input type="checkbox"/> User researcher | <input type="checkbox"/> Policy/strategic planning |
| <input type="checkbox"/> Researcher/research manager | <input type="checkbox"/> Community development |
| <input type="checkbox"/> Research funder/research commissioner | <input type="checkbox"/> Other (please give details) |

Additional information

Please also provide the following information:

- Title of your presentation
- Names, job titles and organisations (if appropriate) of all the people who will be presenting, with the main contact person's name underlined
- Brief biography of presenters (50 words maximum per presenter)
- A brief summary (i.e. an abstract) of your presentation. This should be around 200 words and written in simple straightforward language summarising the key points you are hoping to make. It should contain the following information:

For Papers, Posters and Poster Talks: The theme or key issue addressed by your paper or poster. Summary of what you will cover, including information about how members of the public have been involved. What do you hope that people will learn? If doing a paper – what issues will you raise for discussion?

For Workshops: The theme or key issue addressed by your workshop. Type of workshop methods you will use (e.g. training session, leading a discussion). What do you think people may learn from and contribute to your workshop?

For Other Approaches: please describe what you would do.

Conference administration

All of the conference administration is being carried out by Professional Briefings. If you have any questions about this form or more generally about the conference or would like information provided in alternative formats please do not hesitate to contact Rosemary McMahon at:

Professional Briefings
37 Star Street
Ware
Hertfordshire SG12 7AA

Telephone: 01920 487672
Email: london@profbriefings.co.uk

About INVOLVE

INVOLVE is a national advisory body funded by the National Institute for Health Research to promote and support public involvement in NHS, public health and social care research and development.

If you would like to know more about what we do please contact our Coordinating Centre at:

INVOLVE
Wessex House
Upper Market Street
Eastleigh
Hampshire SO50 9FD

Email: admin@invo.org.uk
Web: www.invo.org.uk
Telephone: 02380 651088
Textphone: 02380 626239

