

Scientific Research Proposal Template

This document is a sample template and is not intended for proposal submission. You must complete the online submission process in order for your proposal to enter the review process and be considered for presentation at the ATOA Annual Conference.

Scientific Research proposals will support the AOTA's Centennial Vision of occupational therapy as being science-driven and evidence-based. Proposals must focus on research projects which will contribute to the occupational therapy body of knowledge and demonstrate rigor in design.

NOTE: You have selected the RESEARCH PROPOSAL submission type, which requires **data that has been collected and analyzed**. If you do not have data, please click the back button and select General Proposal or submit at another time.

NOTE: Scholarship and Research on Teaching and Learning and Education should be submitted under General Proposals, please click the back button and select General Proposal. Research-related topics such as methodology or grantsmanship should also be submitted as a General Proposal, because the scoring of Research Proposals relies heavily on study design and data.

Policies Governing Accepted Proposals

I agree to the following statements:

- ☐ Once a proposal is accepted, changes to the proposal cannot be made.
- ☐ AOTA reserves the right to assign the day and time that accepted proposals will be scheduled. In addition, AOTA reserves the right to publish any submission, in whole or in part, in any form by any printed, visual, auditory, or electronic means.
- ☐ All OT, OTA, and student speakers whose proposals are accepted for presentation must register for at least one day of the conference.
- ☐ Notification will be sent by e-mail by mid-October 2014 regarding acceptance of proposals. Notifications not acknowledged by the due date, will result in a session being dropped from the final program.
- ☐ The exclusive promotion or sale of goods, services, or products during educational sessions at conference is prohibited. Speakers who are found to be engaging in such practices will have their sessions halted.
- ☐ Copyrights, Royalties, and Trademarks. Speaker warrants that no literary or artistic work or other property protected by copyright will be performed, reproduced or used, nor will the name of any entity protected by trademark be reproduced or used by Speaker during your speech and presentation (including but not limited to any exhibits, movie clips, videos, graphics) unless Speaker has obtained written permission from the copyright or trademark holder. Speaker covenants to comply strictly with all laws respecting copyright, royalties and trademarks. Speaker shall indemnify and hold AOTA, its officers, agents and employees harmless from all claims, losses and damages (including court costs and attorney fees) with respect to any such copyright, royalty or trademark rights.
- ☐ Standard audiovisual equipment will be available as follows for each session **except Posters**:
 - 1 laptop computer w/DVD/CD player and Microsoft Office®
 - 1 podium and 1 head table
 - 1 wired podium microphone, wired head table microphone, and 1 wireless floor microphone (per 200 ppl)

- 1 LCD screen
- 1 LCD projector
- Sound system
- Wired Internet Connection

☐ The same e-mail address must be used when submitting multiple submissions.

☐ I understand and accept the policies and deadlines for proposal submission.

Proposal Title

DO NOT USE ALL CAPS. Please do not use abbreviations in the title.

You are limited to 150 Characters for the proposal title (**including spaces**).

Enter your Title:

Session Format

Please choose the session format for your proposal from the list below.

Note: Proposals without data/analysis should be submitted using the General Submission format.

- **Research Paper:** 15-minute duration. Three to four papers will be grouped together with 15 additional minutes for facilitated discussion. Total session length is 60 minutes or 90 minutes.
- **Poster:** Displayed on a 4-ft x 8-ft cork bulletin board. Posters will be on display during a designated 2-hour time period. Presenters are required to be with their poster for the entire 2-hour session. For research work in progress, preliminary data analysis **must be** included.

* Choose Session Format (Required)

Please Select:

- Research Paper
- Poster

Primary Content Focus

Please choose the primary content focus that best describes your proposal.

AOTA reserves the right to change submitter's Primary Content Focus selection.

Choose Primary Focus (Required):

Please Select

- Assessment/Measurement
- Prevention and Intervention (e.g. Efficacy)
- Translational Research (e.g. Effectiveness)
- Basic Research
- Health Services Research

Secondary Content Focus and Research Category

Secondary Content Focus

Please choose the secondary content focus that best describes your proposal.
AOTA reserves the right to change submitter's Secondary Content Focus selection.

*Secondary Content Focus:

Please Select:

- Academic & Fieldwork Education
- Children & Youth
- General & Professional Issues
- Health & Wellness
- Mental Health
- Productive Aging
- Rehabilitation, Disability, & Participation
- Work & Industry

Research Type

Please select the type of research for this submission.

- Qualitative
- Quantitative
- Mixed Methods

Primary Speaker

The author information has been prepopulated from the profile information you supplied. Click on the Save and Continue button to save your changes. If you have two separate last names or a hyphenated last name - please ensure both names are entered in the last name field. If you use your first name initial and middle name - please ensure both are entered in the first name field.

Please note: The primary speaker is the only person to whom AOTA will send subsequent communication regarding acceptance of the proposal and onsite logistics. Reminder: All OT, OTA, and student speakers whose proposals are accepted for presentation must register for conference.

Contributing Authors

Contributing authors are those persons who have contributed to the development and content of the proposal but will NOT be presenting. Contributing authors will be listed in the onsite Conference Program Guide. Contributing author information can be added to the "Additional Information" section.

ENTERING CREDENTIALS: Please DO NOT use periods in credentials. Ensure capitalization and sequence is correct, following the order in this example (e.g., PhD, OTR, FAOTA):

1. Highest degree earned (e.g., PhD)
2. Professional credential (e.g. OTR/L). AOTA does not recognize credentials such as "OTS" or "PhD(C)," which identify students in pursuit of a degree not yet earned. List only the highest degree earned.

Author:

* First Name:

Middle Name/Initial:

* Last Name/Surname:

Credentials:

AOTA member ID number:

Institution:

* Employer Name:

* Employer City:

Employer State/Province (If US/Canada):

* Employer Country:

Contact Information:

* Daytime Phone (incl. area code and extension):

* E-mail Address:

* Please Confirm E-mail Address:

Additional Information:

*Are you an early stage investigator (i.e., completed terminal research degree within the past 10 years)?

- Yes
- No

* Are you a doctoral Student? :

- Yes
- No

If yes, select one:

- Clinical Doctorate (entry-level)
- Clinical Doctorate (post-professional)
- Research Doctorate

Are you from an underrepresented population?

Note: Underrepresented means those racial and ethnic populations that are underrepresented in occupational therapy relative to their numbers in the general population.

- Yes
- No

Additional Speakers

ADD/EDIT ADDITIONAL SPEAKER

Please enter the additional speaker's information below. If you have two separate last names or a hyphenated last name - please ensure both names are entered in the last name field. If you use your first name initial and middle name - please ensure both are entered in the first name field.

This section is ONLY for information about additional speakers that will be on site presenting with you. You will be able to identify other individuals who have contributed to the proposal but will not be speaking in the Proposal section.

ENTERING CREDENTIALS: Ensure capitalization and sequence are correct (e.g. PhD, OTR/L, FAOTA). Please do not use periods in credentials. AOTA does not recognize credentials such as “OTS” or “PhD(C),” which identifies students in pursuit of a degree not yet earned. List only the highest degree earned.

Author:

* First Name:

Middle Name/Initial:

* Last Name/Surname:

Credentials:

AOTA member ID number:

Institution:

* Employer Name:

* Employer City:

Employer State/Province (If US/Canada):

* Employer Country:

Contact Information:

* Daytime Phone (incl. area code and extension):

* E-mail Address:

* Please Confirm E-mail Address:

Additional Information:

* Are you a doctoral Student?:

- Yes
- No

If yes, are you a:

- Clinical Doctorate (entry-level)
- Clinical Doctorate (post-professional)

Research Doctorate

Speaker Qualifications

Character Count Limit: 400 (including spaces)

Please include a brief statement about qualifications of the speaker relative to the proposed topic. DO NOT include names or affiliations of speakers or authors. During the final selection of proposals, qualifications of the speaker(s) may be considered when more than one proposal addresses the same or similar topic area.

Speaker Qualifications:

Scoring

NOTE to Submitters: .

The criteria for evaluating your proposal are (Each criterion is worth up to 5 points. maximum points total = 45):

1. Research question, purpose, or hypothesis
2. Rationale/Background

3. Design
4. Participants
5. Methods to Obtain Data
6. Analytical Methods
7. Results/Conclusion
8. Discussion
9. Impact Statement

Learning Objectives

Should answer the question: “At the conclusion of this session, participants will be able to:” Please identify 1-2 learning objectives for Research Papers and Posters. Any learning objectives above this number will not be printed in the final conference program materials.

*Objective 1:

*Objective 2:

Structured Abstract

Character Maximum Limit (includes spaces): 3800

1. **Research question(s), Purposes, or Hypothesis** - Clearly state the questions or purpose of the study
2. **Rationale/Background** – Briefly describe why your research is needed (significance statement: describe how your research addresses an important problem or issue in occupational therapy). Link rationale to your research questions/purposes.
3. **Design** - Describe the study design (e.g., experimental, quasi-experimental, descriptive, ethnographic, narrative, phenomenological, etc.).
4. **Participants** - Describe the criteria and method(s) used to recruit and select participants or data sources for study (e.g. diagnosis, age, severity level, studies).
5. **Methods to Obtain Data** – Instrumentation, Measurement tools, Qualitative methods (interview, approach, etc.). Describe the instruments or methods used to collect data.
6. **Analytical Methods** - Describe analysis approach
7. **Results/Conclusion**
 - a. Concisely present your findings (e.g., results of data analysis) , linking findings to your research question/hypothesis and analysis.
8. **Discussion** - Explain the conclusions you have drawn from your findings, clearly linking them to the research question(s). Include knowledge translation or implementation strategies, if relevant.
9. **Impact Statement** (recommended length: < 300 characters; these characters are included in abstract limit of 3800)
 - a. How is the proposal important to practice, policy, and/or science?
OR
 - b. How likely will it exert a powerful influence on occupational therapy?

Abstract Synopsis

Character Maximum Limit: 300 (including spaces)

Summarize the major points of your abstract and describe how this topic will advance either the practice/professional development of the participant or the field of occupational therapy. If your proposal is accepted, this information will be printed in the onsite Conference Program Guide, subject to copy editing.

Abstract Synopsis:

Additional

Contributing Authors

Please list contributing authors to this proposal. Contributing authors are those persons who have contributed to the development and content of the proposal but will NOT be presenting. Contributing authors will be listed in the onsite Conference Program Guide.

List as 'FirstName LastName Credentials;' NOTE: Ensure that spelling, capitalization and sequence are correct (e.g. PhD, OTR/L, FAOTA). Please do not use periods in credentials. AOTA does not recognize credentials such as "OTS" or "PhD(C)," which identifies students in pursuit of a degree not yet earned.

Example Listing: William Smith, PhD, OTR/L, FAOTA

Contributing Authors:

Federal Funding

*I have received federal funding for research projects (past and/or present):

- Yes
- No

CONSIDERED FOR POSTER

**

In the event that there is not enough space for my Research Paper to be scheduled, I would like for it to be considered as a Poster.

*Consider for a Poster

- Yes
- No

This session can be presented on a Saturday (no religious conflicts)?

- Yes
- No
-

Are you a member of the Representative Assembly?

*Representative Assembly:

- Yes
- No