AMEE 2025 - Abstract Submission Guidelines

Invitation

AMEE invites abstract submissions relating to any aspect of health professions education across the continuum, from undergraduate through postgraduate to continuing professional development. There are multiple presentation formats available for you to present your work and ideas.

We want to help you maximise the prospect your abstract will be accepted for inclusion, so please read our guidance carefully and make sure you have completed the information as fully as possible. Before starting, you will need to choose the right submission type from the menu and ensure you are able to meet the following criteria:

- Your work should be on the topic of health professions education. Abstracts are welcomed from any health profession, stage of education or subject area, but we will not consider purely clinical research unless it has strong educational implications
- If you are presenting the outcomes of a research or evaluation project, or reporting on a new initiative or innovation, the work must be complete or there must be at least interim findings or insights to report on. We do not generally accept abstracts based on speculative findings
- Your abstract should be of broad relevance to the global health professions education community. While we do not automatically reject work because it is not 'novel', please consider what your contribution adds to the field and why it is of interest to people from outside your own institution / national context when writing your abstract
- To ensure the feasibility of the scheduling process, a presenter may be involved in a maximum of 2 accepted in-person programme items: 1 workshop or symposium and 1 additional programme item (e.g. Short Comm, EPoster). However, can be listed as an author on multiple submissions.

Conference Dates

23–27 August 2025

AMEE - The International Association for Health Professions Education
Unit 3.1 The Flour Mill, 34 Commercial Street, Dundee DD1 3EJ
www.amee.org | conferences@amee.org | SC031618

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Conference Location

In Person, CCIB, Barcelona, Spain
Online (To be confirmed)

The online programme is under review and details will be announced soon.

Conference Theme

The theme of AMEE 2025 is 'How are Educators Relevant to Health?'

Submission Deadlines

Abstracts to be considered for AMEE 2025 must be submitted by the deadlines specified below:

Pre-conference workshops	23 October 2024
Symposia	23 October 2024
Research Papers	30 October 2024
Doctoral Reports	30 October 2024
Patil Teaching Innovation Award	30 October 2024
CPD Track	30 October 2024
Short Communication or ePoster	29 January 2025
AMEE Fringe	29 January 2025
Conference Workshop	29 January 2025
Points of View	29 January 2025
PechaKucha™	29 January 2025

All abstracts must be submitted via the AMEE 2025 Abstract Portal. Abstracts will not be accepted in any other format.

The abstract portal will close at 23:59hrs (UK Time) on the dates specified above. Extensions will not be possible.

You may submit and edit submissions up to and until the abstract category deadline.

Abstract Submission

The educational theme or track you choose for your abstract will determine which reviewers it is sent to and which group makes the decision about its inclusion in the programme. Please take care when selecting as submission to the wrong category may result in a rejection even if the quality of the work is good. Some submissions will span more than one theme or track and you should choose which one is the best fit for your work. At the discretion of the Programme Committee, you may be offered a presentation slot in a different themed session if your abstract was rejected for inclusion in its original category.

Educational Themes and Tracks

Themes

Admission and Selection
Exploring innovative approaches to the assessment and selection of learners into health professions education programmes at all levels, and those which aim to enhance diversity and excellence in the field.

AI / Technology Enhanced Learning (TEL)
This theme examines how Artificial Intelligence and technology enhance learning in health professions education, including AI's role in personalising training and informing clinical decisions. It also covers technology's broader applications, such as innovative content delivery, virtual environments and gamification.

Assessment
Covers all aspects of assessment and feedback in the health professions, including written tests, clinical exams and workplace-based assessment, as well as performance appraisal. This theme also includes work in relation to Competency-Based Education in the Health Professions (CBE-HP).

Designing and Planning Learning (including curriculum)
Includes approaches to course and curriculum development, topic selection, instructional design, needs assessment and any other aspects of the planning process whether at activity, course, or curriculum level.

Education and Management
Covers high-level issues faced by medical schools and other training providers where decisions are required about what type of programmes will be offered, to which types of learners, and by which staff members, and how these programmes are delivered, monitored, and improved.

Equality, Diversity, and Inclusivity

Covers issues such as challenging bias and stereotypes, widening participation and improving representation in health professions education.

Faculty Development

Abstracts submitted in this theme should relate specifically to the professional development of teachers or trainers of health professionals – i.e., the education faculty - whether at the individual or organisational level. This track also covers topics such as professional identity formation amongst health professions educators, evaluation of teacher performance and career progression of educators.

Humanities

This theme explores the integration of the humanities into health professions education to foster empathy, ethical reasoning and a holistic understanding of patient care.

Interprofessional and Team Learning

Studies or initiatives specifically designed to promote learning across professions or disciplines, as well as those more generally aimed at encouraging team working.

Patient Safety

This theme is concerned with patient safety *education* - for example, how patient safety can be embedded into educational programmes and practices or learning from patient safety data. Submissions related to quality improvement science and human factors education are also welcome in this category.

Supporting Learners

This theme is concerned with any factors which may affect how and what learners learn. It includes topics such as student support and engagement, stress, wellbeing, and burnout, as well as studies exploring the learning environment and the characteristics and choices of learners.

Sustainability and Global Health

This theme covers any aspect of teaching, learning or assessment to promote sustainability in health professions education. It involves initiatives to equip learners or teachers with the knowledge, skills, values, competence, and confidence they need to sustainably promote the health, human rights and well-being of current and future generations, while protecting the health of the planet.

Teaching and Facilitating Learning

Abstracts submitted to this theme should relate to educational delivery, whether this is face-to-face, online or blended. It includes the format and methods selected, group size and group management strategies.

The Scholarship of Teaching and Learning
This theme replaces the previous 'Education Research' track, in acknowledgement that scholarship of education is a broader area of work. Abstracts relating to the research *process* from start to finish, such as applying for funding, research ethics, data-sharing, methodology, theory, and dissemination can be submitted in this track, along with work exploring how research and scholarship is encouraged and supported in more general terms.

Tracks

CPD
Continuing Professional Development of healthcare professionals (CPD) refers to the process of ongoing, lifelong learning to maintain competence, licensure and/or certification. CPD encompasses the period of time a healthcare professional is in practice following the completion of their formal training. ***Abstracts are invited for short communication and ePosters only. You should only submit your work once. Please choose whether you would like your work to be considered for this track or for one of the other educational themes and select your educational level as CPD. Please note that you should not submit your work in more than one area.***

Expanding Horizons: All Health Professions
Further details on this track will be available soon.
Abstracts will be invited for short communication and ePosters only.

Surgery Education
Teaching, learning and assessment as it relates to surgery in undergraduate or postgraduate education and continuing professional development. ***Abstracts are invited for short communication and ePosters only.***

Phase of Education

In addition to selecting a theme you will be asked to indicate which phase of education your work is relevant to.

Pre-Admission: applicants to HPE programmes who have not yet begun their education or training

Undergraduate and graduate: those enrolled in an HPE programme prior to initial professional qualification / licensing / registration

Postgraduate: the initial phase of professional training following qualification, for example residency, internship, specialist training

CPD: ongoing professional development and lifelong learning after the end of formal education and training

Generic: applicable to all and/or involving learners at multiple stages of education

Presentation Locations

Pre-conference and conference workshop	In Person
Short Communications	In Person, Online (TBC) or OnDemand
ePosters	In Person or OnDemand
Symposia, Fringe, Research Papers, Patil Doctoral Reports, PechaKucha™, Points of View	In Person Only

Currently, we are only accepting submissions for in-person presentation

Submission Categories

Pre-conference workshop

Pre-Conference Workshops may only be presented in person

A 3-hour interactive 'Masterclass' session, intended to give practical tips on a topical issue and suggestions for implementation in participants' own context. These sessions are hosted in rooms with participants seated around tables to enable small group discussions. Submissions should include clear learning outcomes for participants and should indicate how participation will be encouraged. Approx. 24-36 participants would be expected.

Submissions are more likely to be considered favourably if they have been previously presented as an AMEE conference workshop with positive reviews, involve collaboration with multiple institutions, include multiple authors and align with the conference theme. However, prior presentation does not guarantee acceptance, as all submissions are evaluated based on quality, relevance and overall contribution to the programme.

Abstract structure (max 350 words, excluding title and author's details)
- Title (max 20 words)
- Background
- Who Should Participate (*Please try to be as specific as possible when identifying the target audience for your workshop to help participants make an informed decision about whether to attend*)
- Structure of Workshop
- Intended Outcomes

- Theme
- Phase of Education
- Level of Workshop (*introductory/intermediate/advanced*)
- Special Requirements (please indicate any resources that you will require to deliver your workshop such as flipchart and pens, post it notes etc. We are unable to provide any IT equipment). *These are essential to allow us to try and accommodate your requests should your submission be accepted.*
- Authors and Affiliations - Up to 4 presenters can be included, with one designated as the lead facilitator (*indicate the lead facilitator by ticking the presenter box*). You can list up to 6 authors in total; however, only 4 can be presenters. For more than 6 authors, use "et al." Presenter numbers are capped to optimise delegate attendance and manage room capacities.
    - First Name
    - Last Name
    - Email
    - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Previously presented as a conference workshop at AMEE (*Yes/No*)
- Indicate if any conflict of interest and what the conflict is

Symposium

Symposia may only be presented in person

A 90-minute session on a theme of topical interest or debate. Symposia are generally focussed on disseminating the latest knowledge in the field, including both research findings and expert opinions. They are hosted in theatre-style rooms and the structure usually involves one or more formal presentations and/or a panel discussion (max 45 minutes) with time for audience Q&A.

Submissions are more likely to be considered favourably if they involve collaboration with multiple institutions, include multiple authors and align with the conference theme.

Abstract structure (max 350 words, excluding title and author's details)
- Title (max 20 words)
- Background
- Why the topic is important
- Format - including plans to engage participants
- Take-home Message(s)
- Theme
- Phase of Education

- Special Requirements (e.g., Audio-Visuals). *These are essential to allow us to try and accommodate your requests should your submission be accepted*
- Authors and Affiliations – Up to 6 presenters can be included, with one designated as the lead facilitator (indicate the lead facilitator by ticking the presenter box). For more than 6 authors, use "et al." function.
    - First Name
    - Last Name
    - Email
    - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Research Paper

Research Paper presentations may only be presented in person

15-minute presentation followed by 5 minutes for questions and discussion. Presentations will be placed together with up to 4 other presentations in a themed session of 90 minutes.

Those not accepted will be given the opportunity to submit a short communication or ePoster for consideration.

Abstract structure (max 650 words, excluding title, references and author's details)
- Title (*max 20 words*)
- Introduction
- Methods
- Summary of Results (*you must include the results of your study – we very rarely accept papers for incomplete studies unless there are strong interim findings*)
- Discussion and Conclusion
- References (*max 2, not included in word count*)
- Theme or Track
- Phase of Education
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
    - First Name
    - Last Name
    - Email
    - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions
- Presenters Mobile Number

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- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Doctoral Report

Doctoral Report presentations may only be presented in person

AMEE allows candidates to showcase their Doctoral Report and demonstrate how their work can contribute to new knowledge and understanding of health professions education. In addition, AMEE provides examples of the variety of Doctoral Report formats across countries and traditions of different scientific domains. Presentations are based on the presenter's Doctoral Report that has been completed a maximum of two years before the submission deadline. Presentations are 15 minutes followed by 5 minutes for questions and discussion. Presentations will be placed together in a themed session of 90 minutes. Priority will be given to PhD submissions.

Those not accepted will be given the opportunity to submit a short communication or ePoster for consideration.

Abstract structure (max 650 words, excluding title, references and author's details)
- Title (*max 20 words*)
- Introduction
- Methods
- Summary of Results
- Discussion and Conclusion
- References (*max 2, not included in the word count*)
- Theme or Track
- Phase of Education
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
  - First Name
  - Last Name
  - Email
  - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions.
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Patil Teaching Innovation Award

Patil Teaching Innovation Award presentations may only be presented in person

The Patil Teaching Innovation Awards have been made possible through a donation from Professor Nivritti Patil, University of Hong Kong. The Awards are made to participants at AMEE conferences who have presented a short communication that is judged by a committee to have demonstrated innovation in relation to teaching and learning methods, assessment or curriculum planning. To be considered for the award, submit your abstract in the Patil Teaching Innovation Awards category. Those not selected for presentation will be given the opportunity to resubmit as a short communication or ePoster. Abstracts selected will be scheduled for in person presentation in one of two sessions. The sessions will be judged by a committee and one or more presenters will receive a Patil Teaching Innovation Award. Each presenter will be allocated 10 minutes for presentation followed by 5 minutes for questions and discussion.

Those not accepted will be given the opportunity to submit a short communication or ePoster for consideration.

Abstract structure (max 350 words, excluding title and author's details)
- Title (*max 20 words*)
- Background
- Summary of Work
- Summary of Results
- Discussion and Conclusion
- Take-home Message(s)
- Theme or Track
- Phase of Education
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
  - First Name
  - Last Name
  - Email
  - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions.
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Short Communication or ePoster

At present Short Communication and ePoster presentations may be submitted for In Person or OnDemand Presentation. Further details will be available soon for online presentation.

Short Communications *in person or online* are 10-minute presentations followed by 5 minutes for questions and discussion organised into a themed session of up to 90 minutes. If your submission is accepted for a short communication *OnDemand* you are not expected to present live but will be expected to submit a 10-minute recorded presentation by 31 May.

ePosters *in person* are 3-minute introductions to the poster followed by 2 minutes for questions and discussion organised into a themed session of up to 90 minutes. If your submission is accepted for an ePoster *OnDemand* you are not expected to present your poster live but will be expected to upload your ePoster by 1 August. All ePosters are hosted in the ePoster Showcase and can be viewed at any time by conference participants.

Abstract structure (max 350 words, excluding title and author's details)
- Title (*max 20 words*)
- Background
- Summary of Work
- Summary of Results
- Discussion and Conclusion
- Take-home Message(s)
- Preferred Method of Presentation
  - Short Communication Only
  - ePoster Only
  - No Preference (*Short Communication or ePoster*)
- Theme or Track
- Phase of Education
- Presenter location
  - In person
  - OnDemand
  - Online (TBC)
    - Time Zone (TBC)
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
  - First Name
  - Last Name
  - Email
  - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions.
- Presenters Mobile Number

- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

AMEE Fringe

AMEE Fringe presentations may only be presented in person

An AMEE Fringe presentation gives you the opportunity to be creative and to present something entirely different. For example, it could include singing, dancing, acting or poetry. It could be amusing, sad, challenging, thought-provoking, but should be highly interactive, and on a topic related to health professions education. If you would like to discuss the suitability of your proposed submission contact conferences@amee.org.

Abstract structure (max 350 words, excluding title and author's details)
- Title (*max 20 words*)
- Description of presentation
- Upload a short video (*compulsory*)
- Theme or Track
- Phase of Education
- Presentation requirements (e.g., audio visuals). *These are essential to allow us to try and accommodate your requests if your submission is accepted.*
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
  - First Name
  - Last Name
  - Email
  - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Conference Workshop

Conference Workshops may only be presented in person.

90-minute interactive workshops designed to teach or develop a specific skill and should incorporate interactive discussions, activities and exercises to engage participants. They are hosted in rooms with participants seated around tables to enable small group discussions. Submissions should include clear learning outcomes for participants and

should indicate how participation will be encouraged. Approx. 24-36 participants would be expected.

Submissions are more likely to be considered favourably if they involve collaboration with multiple institutions, include multiple authors and align with the conference theme.

Abstract structure (max 350 words, excluding title and author's details)
- Title (max 20 words)
- Background
- Who should Participate (Please try to be as specific as possible when identifying the target audience for your workshop to help participants make an informed decision about whether to attend)
- Structure of Workshop
- Intended Outcomes
- Theme or Track
- Phase of Education
- Level of Workshop (*introductory/intermediate/advanced*)
- Special Requirements (please indicate any resources that you will require to deliver your workshop such as flipchart and pens, post it notes etc. We are unable to provide any IT equipment) e.g., maximum number of participants, Audio-Visuals, room set-up, maximum number of participants). *These are essential to allow us to try and accommodate your requests if your submission is accepted.*
- Authors and Affiliations - Up to 4 presenters can be included, with one designated as the lead facilitator (*indicate the lead facilitator by ticking the presenter box*). You can list up to 6 authors in total; however, only 4 can be presenters. For more than 6 authors, use "et al." Presenter numbers are capped to optimize delegate attendance and manage room capacities.
    - First Name
    - Last Name
    - Email
    - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions.
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Point of View

Point of View presentations may only be presented in person

Do you have a passion or frustration related to health professions education? Share and discuss it at AMEE 2025! Each presenter will have 10 minutes to introduce their topic, followed by 20 minutes of discussion. A maximum of 3 topics will be covered in each session.

Abstract structure (max 350 words, excluding title and contributor's details)
- Title (*max 20 words*)
- Background
- Theme or Track
- Phase of Education
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
    - First Name
    - Last Name
    - Email
    - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions.
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

PechaKucha™

PechaKucha™ presentations may only be presented in person

The PechaKucha™ 20x20 format consists of 20 slides, each of which is set to advance automatically after 20 seconds, giving presenters limited time to talk about each slide. The total presentation time is 6 minutes and 40 seconds with 3 minutes allowed for questions and discussion.

Abstract structure (max 350 words, excluding title and contributor's details)
- Title (*max 20 words*)
- Background
- Theme or Track
- Phase of Education
- Authors and Affiliations (Up to 6 authors can be included, with one designated as the presenter (*indicate by ticking the presenter box*). For more than 6 authors, use "et al." function.)
    - First Name
    - Last Name
    - Email
    - Primary Institution, City, Country (*only one affiliation may be listed*)
- Confirm acceptance of submission terms and conditions.
- Presenters Mobile Number
- Confirm permission to publish and author approval
- Indicate if any conflict of interest and what the conflict is

Decision Dates

Expected decision dates are as follows:

Pre-conference workshops	27 November 2024
Symposia	27 November 2024
Research Papers	11 December 2024
Doctoral Reports	11 December 2024
Patil Teaching Innovation Award	11 December 2024
CPD Track	11 December 2024
Short Communication or ePoster	21 April 2025
AMEE Fringe	21 April 2025
Conference Workshop	21 April 2025
Points of View	21 April 2025
PechaKucha™	21 April 2025

Terms and Conditions

Submission

Correspondence
- All correspondence relating to the submission will be sent to the abstract submitter only.

Submitter
- For the following submission types the submitter must be the presenter:
    - Short Communication
    - ePoster
    - Patil Teaching Innovation Award
    - PechaKucha™
    - Point of View
    - AMEE Fringe
    - Research Paper
    - Doctoral Report
- For the following submission types the submitter must be the Moderator/Lead Facilitator:
    - Symposium
    - Pre-conference Workshop
    - Conference Workshop

Contributors
- A maximum of 6 authors can be listed. For more than 6 authors, use "et al." function.
- Include only those who have directly contributed to the abstract, preparation or delivery of the presentation. Additional contributors should be acknowledged in the presentation if accepted.
- Titles (e.g., Dr, Prof) and post-nominals (e.g., MD, PhD) should not be included.

Affiliations
- Only 1 primary affiliation may be provided. For research paper submissions, this should be the institution at which the researcher was based when the research was conducted.

Special Requirements
- Special requirements for pre-conference and conference workshops, symposia and AMEE Fringe must be included at the time of submission. Requests after acceptance are unlikely to be accommodated.

Conflict of Interest
- Declare any conflicts of interest during the submission process.

Submission

- All submissions are final upon submission. Amendments may be made only until the submission deadline. No changes will be permitted after this date.
- AI abstract guidelines
  - Where authors use generative AI and AI-assisted technologies in the writing process, these technologies should only be used to improve readability and language of the work. Applying the technology should be done with human oversight and control and authors should carefully review and edit the result, because AI can generate authoritative-sounding output that can be incorrect, incomplete or biased. The authors are ultimately responsible and accountable for the contents of the work. Authors should disclose in their abstract the use of AI and AI-assisted technologies.
  - Authors should not list AI and AI-assisted technologies as an author or co-author, nor cite AI as an author. Authorship implies responsibilities and tasks that can only be attributed to and performed by humans. Authors are also responsible for ensuring that the work is original.

Submission Category

- Abstracts are only considered in the category for which they are submitted.

Submission Limits

- You may submit multiple abstracts, but generally, only one will be accepted. To ensure scheduling feasibility, a presenter may be involved in a maximum of 2 accepted programme items: 1 workshop or symposium and 1 additional item (e.g., short communication or ePoster). Presenters can be listed as authors on multiple submissions but are likely to have only one programme item accepted.

Language

- All abstracts must be submitted in English.

Review Process

Review Guidelines are provided to reviewers to ensure consistent evaluation standards across the different types of submissions.

Pre-Conference Workshops (PCWs) and Symposia:
- **Process:** Submissions are first reviewed by the relevant Programme Theme Chair and members of the theme committee. Recommendations for selection are then forwarded to the Programme Committee.
- **Note:** AMEE may reserve a portion of sessions for curated content and partner relationships as needed.

Research Papers and Doctoral Reports:
- **Process:** Submissions are reviewed by the AMEE Research Committee, which is responsible for selecting the accepted papers and reports.

Patil Teaching Innovation Award:
- **Process:** Submissions are evaluated by the Patil Teaching Innovation Award Panel, which is responsible for the selection of award recipients.

AMEE Fringe:
- **Process:** Submissions are reviewed by the AMEE Fringe Coordinator, who selects the accepted presentations.

All Other Submissions (e.g., Short Communications, ePosters, etc.):
- **Process:**
  - **Initial Review:** Submissions undergo peer review by a minimum of 3 reviewers.
  - **Review Outcome:** The reviews are shared with the relevant theme committee.
  - **Final Selection:** The theme committee reviews the feedback and makes recommendations for final approval by the Programme Committee.

Feedback
- Feedback will not be provided, except for Research and Doctoral Report submissions.

Accepted
- Please confirm acceptance of your abstract and agreement to the terms and conditions within 14 days of receiving the decision announcement. Send your confirmation to conferences@amee.org
- All named presenters must register and pay the appropriate registration fee by **31 May 2025**. Submit your registration confirmation to conferences@amee.org to ensure inclusion in the programme.
- Presenters **_must_** register using the same email address provided on the abstract submission.
- Presentations are awarded to the abstract presenter named only and cannot be transferred.
- Unless otherwise stated, presentations are accepted for in person presentation.
- Once awarded, the presentation format and location (in person, online (TBC) or OnDemand) cannot be changed.
- Presentation location (*in person/online (TBC)/OnDemand*) awarded cannot be amended.
- If there are any online presentations accepted, we are unable to guarantee coverage across all time zones.
- Presentations accepted for OnDemand presentation will either be hosted in the AMEE Resource Centre (ARC) (*short communications*) or the ePoster Showcase (ePosters). Both platforms will be accessible via the conference app and via the AMEE website after the conference.
- Short Communication OnDemand presenters must register, pay the appropriate registration and submit a 10-minute recording by 31 May 2025.

- Depending on your accepted presentation format your presentation may be recorded, live streamed and available OnDemand via the conference app or the AMEE Resource Centre (ARC).
- Pre-conference presenters should be available to present at any time between 0900hrs on Saturday 23 August and 1700hrs on Sunday 24 August. We cannot accommodate specific scheduling requests.
- Main programme presenters should be available to present at any time between 0900hrs on Monday 25 August and 1200hrs on Wednesday 27 August. We cannot accommodate specific scheduling requests.
- Abstracts without a named presenter registration by 31 May 2025 will be removed from the programme. This is non-reversible.
- Confirmation of presentation date and time will be made available from the end of June.
- Speaker instructions for in person and any online presentations will be issued in early July.
- Presenters must include a conflict-of-interest slide in their presentation.
- Presenters agree to their name and institution being included in the conference programme, abstract book, and App. Authors agree to their names and institutions being included in the abstract book to be uploaded to the AMEE website, AMEE Resource Centre (ARC) and made available via the conference App.
- If presenters fail to appear at the conference or the presentation is not given the abstract will be removed from the abstract book and no certificate of presentation will be awarded.
- Certificates of presentation can be requested after the conference and will be issued within 6 weeks of the request.
- The Conference Abstract Book will be made available via the conference app and the AMEE Resource Centre (ARC).

Submit your abstract for the chance to take part in the leading international health professions education conference. With your help, we hope this year's programme will be one of the best we've had!

AMEE 2025 Team