

# SABER Abstract Submission Guidelines

The Society for the Advancement of Biology Education Research (SABER) invites you to submit abstracts for the annual National Meeting. Review these guidelines when preparing and submitting your abstract. In the three sections below, you will find:

- A. A summary of the four presentation formats for which you may submit an abstract
- B. An overview of the evaluation criteria used by reviewers to select abstracts
- C. Additional instructions and considerations for preparing your abstract

**It is the responsibility of the individual submitting an abstract to review the guidelines below.**

**Please Note: please remember to renew/register your SABER membership!**

**Do not include identifying information in your abstract.** To maintain a blinded review process, the title and main text of your abstract, as well as any files that you submit, cannot include the names of researchers or institutions involved in the study. If any identifying information is included, your identity will be revealed to the reviewers and may bias their review. The integrity of this blinded review process is a community effort, and we are relying on authors to submit blinded abstracts. Members of the abstracts committee are volunteers and do not have the time to remove identifiable information from abstracts.

The review process is blinded in three ways to minimize bias. First, the authors do not know the identity of the reviewers. Second, the reviewers do not know the identity of the authors. Finally, the abstract committee makes decisions on abstracts based on reviewers' scores before any identities of authors or reviewers are attached.

## A. Presentation Formats

Abstracts may be submitted for one of four possible presentation formats described below. The character limit for your abstract is determined by the presentation format you choose. While a broad range of projects are likely to be suitable for a poster presentation, roundtable, or short talk, long talks are intended to synthesize multiple projects (published or close to publication) focused on big ideas in biology education research. If we are unable to accept your abstract in your preferred format based on reviewer recommendations, it may be selected to be presented in an alternative format. You will have an option to indicate other preferred formats in the submission process.

### 1. Long Talks | Abstract word limit: 7,000 characters (including spaces)

Long talks are restricted to faculty (or post-docs with faculty permission). These 40-minute talks are intended to integrate multiple smaller projects that are journal-quality and have been completed and/or are nearing publication. The most successful long talk abstracts will be of general interest to the entire SABER community. *Abstracts submitted for long talks may be recommended during the review process for short talks, roundtables, or poster presentations, as per the author's preference.*

### 2. Short Talks | Abstract word limit: 3,500 characters (including spaces)

These 20-minute talks are intended to showcase results that are being prepared for publication. Emphasis is on communicating robust findings (i.e., appropriate and thorough, triangulation of diverse data streams), tried and tested instruments and protocols, and other developed work. *Abstracts submitted for short talks may be recommended during the review process for roundtables or poster presentations, as per the author's preference.*

**3. Roundtables** | Abstract word limit: 2,500 characters (including spaces)

Roundtables are one-hour, small-group presentations and discussions on similar research projects. Each presenter has approximately 10 minutes to present their work, with the remaining time for feedback, suggestions, and larger group discussion from all presenters and non-presenting participants. The short presentations are used as a springboard for interaction, discussion, and critique. Presenters are encouraged to prepare a one-page summary, including focused discussion questions, to share with session attendees. *Abstracts submitted for roundtables may also be recommended during the review process for poster presentations, as per the author's preference.*

**4. Poster Presentation** | Abstract word limit: 2,500 characters (including spaces)

Poster presentations are ideal for sharing a new or developing project or gaining specific advice on a particular set of data. Projects that are still early in development are encouraged, including studies with promising, yet minimal, outcomes data, or studies with inconclusive results.

## B. Evaluation Criteria

All abstracts for long and short talks will be reviewed by multiple reviewers from the SABER community (all posters are welcomed). These reviewers will recommend abstracts based on the abstract [rubric](#) established by the SABER Abstract Committee and final decisions will be made by the Abstract Committee.

Be sure to consult the correct rubric for the chosen presentation format. While different considerations will be applied to each presentation format, all formats will be evaluated in four areas; **PLEASE NOTE: Your abstract should include each of these headings followed by a colon so that reviewers can easily find them, e.g., “RESEARCH QUESTION: For this project, we investigated...”**:

- 1. Research Question or Problem.** Strong abstracts will provide a clear description of the research question and/or education problem being addressed. A sound rationale should be provided as well as an appropriate model, theoretical framework, or philosophy of the study.
- 2. Research Design.** Strong abstracts will clearly describe the study's context and/or literature base, as well as the research design and methods used. The abstract should provide enough information to demonstrate that the study's design and methods are appropriate and well-aligned with the research question or problem being investigated.
- 3. Analyses and Interpretations.** Strong abstracts will clearly describe the analysis of the data, include a description of key results (e.g., numerical results and/or examples of qualitative data as appropriate to the study), and provide some interpretation of the findings. All claims made in the abstract should be clearly supported by evidence and appropriate to the focus of the study and its methodology. Reviewers will also consider the appropriate level of completeness of the project based on the presentation format selected. While long and short talks are expected to have more thorough analyses (e.g., appropriate statistics, inclusion of diverse data streams, closer to publication), roundtables and poster presentations may include more preliminary data analyses.
- 4. Contribution.** Strong abstracts should add to, refine, or refute the literature base in biology education. The abstract should provide clear implications for teaching, learning, or research in biology. Reviewers will also consider whether the study is likely to be of general interest to SABER attendees.

## C. Additional Instructions

1. Do not include figures or references in your abstract.
2. You may submit as many abstracts as you would like, but:
  - a. Any one individual can only be a presenter for a single talk (long or short)
  - b. A maximum of three abstracts will be accepted as talks (long or short) from any single lab in order to promote diversity at SABER. A research lab is defined as a group of individuals working under a PI (where a PI is an individual eligible to serve as PI/Co-PI on an NSF (or similar) grant).
  - c. If an individual submits more than one talk abstract or a lab group submits more than three talk abstracts, the selection of the talk(s) included in the program is decided based on reviewers' scores and will not be left to the discretion of the research group.
  - d. It is expected that multiple PIs working on a common project will submit no more than 2 abstracts related to this project.

PLEASE NOTE: The purpose of limiting abstracts from individuals/lab groups is to increase the diversity of presentations at SABER. We believe that you serve as a better gate-keeper in making decisions about the best work to put forward than the reviewers do. So we kindly ask you to consider carefully the submissions to be made from your lab group and limit your submissions on your end (rather than having reviewers determine this). We appreciate your help in this effort.
3. It is expected that all abstract submissions will be "new" work that has either not been presented at SABER or will be significantly novel compared to work previously presented at SABER.
4. When you are ready to submit your abstract online, carefully follow the instructions detailed on the submission site for uploading your abstract.
5. After adding your abstract information, you will be taken to a screen with all of the abstract reviewers (titled "Edit Conflicts of Interest"). Please check off all individuals who would have a conflict of interest with your submission, including colleagues from your institution and collaborators on this or other projects.
6. If you would like an email confirmation of your submission after submitting your abstract, please click the "email" button at the top right corner of the submission system after submitting your abstract.