*Objectives:* List (number) the 4 main learning objectives of the workshop. Use a maximum of 400 words, abstracts that exceed the word limit will not be accepted. All abstracts will be printed in black-and-white. There will be no formatting done to the abstract prior to publication in the abstract book. It is important to ensure that your abstract follows the style guide presented in this template to provide a uniform and consistent appearance.

*Summary:* Provide a summary of the content of the workshop. Workshops by definition are interactive sessions. All submissions are required to include an interactive element and are encouraged to follow best available evidence for knowledge translation. Workshops are 90 minutes in length. The most successful courses are those that encourage delegate participation in a variety of ways throughout the session (i.e. not completely didactic as these types of workshops are known to be less effective from a knowledge translation viewpoint). Adequate time must be allowed for questions and panel discussion. The Chair will provide leadership throughout the session.

*Interactive Element:* List the interactive learning element/s to be conducted and the type of learning formats in which information will be shared.

*Target Audience:* List which clinician groups and/or clients/family members would be suitable to attend.

*Level:* State whether material is for participants at an ‘Introductory’ or ‘Advanced’ level or whether any level is suitable.

*Pre-requisites:* Briefly state whether any prior learning, experience or qualifications, or pre-reading are recommended or essential for optimal participation.

*References:*If necessary, a maximum of 3 references will be accepted, but will be included in your word count

*Figures and tables:* Are not permitted and will be removed.

*Additional Information:*Additional information such as acknowledgements, disclosures and funding sources are not required and will be removed.

*Equipment:* If your workshop involves demonstration of assistive technology or other equipment, please describe what you will bring, how much space will be required, and how much time is needed to set up and pack up the room. Please note that any costs incurred or labour required for transport and set up of technology or equipment will be the responsibility of the workshop presenters. Please note that you will need to provide a laptop for your workshop session.

*Minimum and maximum numbers:* Please state whether there is a minimum number of participants required for workshop viability and/or a maximum number of participants that can be accommodated in the proposed format.