

GUIDELINES FOR THE SUBMISSION OF PROPOSALS FOR WORKSHOPS, TALKS AND DIGITAL EXPERIENCES FOR THE HELIX 2025 INTERNATIONAL SUMMIT.

We invite you to share and present experiences, programmes, models, training and professional development actions from the health sector at the **HELIX 2025 INTERNATIONAL SUMMIT**.

The main themes for the summit are:

- **Theme 1. Digital training and learning in healthcare.** New digital learning strategies (artificial intelligence, virtual reality, augmented reality, extended reality, immersive environments, digital simulation, dynamic simulations, etc.) and new models and trends in online, hybrid and mobile learning.
- **Theme 2. Healthcare professionals.** New customised training programmes and learning pathways, plus customised methodologies for experiential learning (simulation, gamification, competency-based assessments, etc.).
- **Theme 3. In-house trainers and education providers.** Methodologies and strategies for training in-house trainers, tutors, facilitators and educators, plus tools for learnability and autonomous and continuous learning.
- **Theme 4. New competencies and skills.** Learning and development geared towards new competencies, skills and professional roles, as well as strategies and good practices for developing innovative and digital competencies and skills.
- **Theme 5. Professional development.** Training for new leadership and multidisciplinary teams, plus training and learning for diversity, equity, equality and social justice.
- **Theme 6. Training in healthcare organisations.** Culture, learning ecosystems and talent development, and innovative methodologies for needs analysis, training plan design, assessment and certification (including microcredentials).

GUIDELINES

1. TIMELINE

- The deadline for submitting proposals is **15 December 2024**. Successful applicants will be notified in the first week of January 2025.

2. RULES

- All proposals must align with one of the main themes.
- Proposals must be written in one of the three summit languages: Spanish, English or Catalan.
- Proposals must be for original works that have not been presented at other conferences or meetings.
- Proposals will be selected based on their contribution to the objectives of HELIX 2025 and for their innovation, teaching interest and/or for constituting an example of best practice (experience and/or research).
- At least one of the authors must be registered for HELIX 2025.
- The maximum number of authors is six (six individual authors or five individual authors plus one group).
- A maximum of two proposals may be presented by the same author as the first author.
- The HELIX 2025 Academic Committee may decide to include the proposal in other summit activities such as round tables, debates, etc., depending on the relevance of the work.
- By submitting a proposal, the authors give consent to the organisers of HELIX 2025 to publish and disseminate the work. Works pertaining to accepted proposals that comply with the submission guidelines may be published digitally.

3. SUBMISSION AND EVALUATION CRITERIA

- Proposals must be submitted using the **template provided**.
- Proposals must be submitted by email to: communication@helixsummit.org

- The HELIX 2025 Academic Committee will evaluate the proposals against the following criteria:

Presentation and description of the objectives, theme and purpose	20%
Relevance of the topic, alignment with HELIX 2025 themes, relevance of the content, justification for the work, skills supported, target audience, and coherence and clarity of the strategic and operational objectives.	
Originality and methodological innovation	30%
Proposed innovations, use of digitalisation and applied educational technologies, detailed description suited to the methodological approach, variety of proposed activities and inclusion of participative design tools.	
Results, metrics and impact	30%
Applicability, results achieved, potential to generate new opportunities, scope for reuse with other groups or programmes, continuity in new actions and initiatives, support and monitoring established and indicators and metrics used.	
Conclusions and lessons learnt	20%
Feedback from participants, the client and/or partners, lessons learnt, conclusions and suggested improvements, ideas for reformulating the initiative or for the design of new activities, resources and projects, and final key ideas.	

4. ACCEPTED FORMATS: WORKSHOPS, TALKS, E-POSTERS AND DIGITAL EXPERIENCES

Experiences may be shared in one of four accepted formats:

1. WORKSHOPS

- These must take a practical and applied approach to the theme.
- They must involve attendees in participative exercises and practical activities.
- Timings:
 - o Presentation of the experience: 20 minutes
 - o Dynamic session and group activities: 30 minutes
 - o Conclusions, questions and round-up: 10 minutes

2. TALKS

- These must take the form of an oral presentation of a practical experience.
- They should present the initial situation, the experience itself and the results achieved.
- Timings:
 - o Presentation of the experience: 8 minutes
 - o Audience questions: 4 minutes

3. E-POSTERS

- These comprise a visual presentation of the initial situation, the experience itself and the results achieved.
- They will be presented on 14 May 2025 in the afternoon.

DIGITAL EXPERIENCES: VIRTUAL OR AUGMENTED REALITY, IMMERSIVE VIDEO, GAMIFICATION AND OTHER FORMATS

- These should be live practical demonstrations.

- They should use a variety of digital resources: immersive environments, interactive video, virtual reality, augmented reality, extended reality, simulation, digital simulation, gamification and other formats.
- Time distribution:
 - Presentation and interaction with the experience: 20 minutes
 - Conclusions, questions and round-up: 10 minutes.
- Depending on the time available, the Organising Committee foresees various rounds of interaction with these practical digital experiences.

5. SPECIFICS OF THE PRESENTATION FORMATS

Below are the main specifics of each presentation format:

GENERAL REQUIREMENTS

- Proposals must be sent in pdf format using the **template**.
- Language: proposals can be submitted in any of the three summit languages: Catalan, Spanish and English.
- The content of talks must be submitted using Microsoft Word 6.0 or later, in Arial 12 point, with line spacing of 1.5 and side margins of 3.0. The upper margin must be 4.0 and the lower margin 3.0. The maximum length is 5 pages (including summary and bibliography).
- A document with complementary information may be included as an annex.
- A short video presentation or summary by the speaker(s) (maximum 2 minutes) may be included. A link to the video platform will be made available.
- Experiences may contain graphs, tables, images and other visuals complete with captions and references.
- References must follow the rules of the Publication Manual of the American Psychological Association, 6th edition.

A. TALKS, E-POSTERS and WORKSHOPS

If giving a talk or running a workshop:

- Speakers may decide on their presentation format but must notify the event organisers so they can prepare the necessary resources, e.g. logistical support, whiteboard, projector, audio equipment, etc.
- Talks and workshops should be delivered in English or Spanish.

If presenting an e-poster:

- E-posters must be written in English AND either Spanish or Catalan. The posters will be projected digitally during HELIX 2025.
- A variety of visual techniques may be used: infographics, collage, photographs, photo montages, compositions, concept maps, among others.
- Once accepted by the Organising Committee, the definitive poster must be received in digital format no later than 11 April 2025.
- A representative of the Organising Committee will contact the corresponding author to ensure the correct use of the poster during the planned activities.

B. DIGITAL EXPERIENCES USING VIRTUAL/AUGMENTED REALITY, IMMERSIVE VIDEO, GAMIFICATION OR OTHER FORMATS

- Digital experiences in the form of virtual reality, augmented reality, gamification, immersive 360-degree video and other formats may be presented during the PRE-SUMMIT phase. Specific digital spaces and resources will be available, including immersive rooms, glasses and other equipment, etc.
- Once a proposal of this nature is accepted by the Organising Committee, any digital materials, software or resources must be received no later than 11 April 2025 to allow sufficient time for testing in the physical spaces where they will be used.
- A representative of the Organising Committee will contact the corresponding author to ensure the proper facilities are available.

6. PRIZES AND ACKNOWLEDGEMENTS

The organising committee will award prizes to three presentations based on their relevance and the quality of presentation.

- First prize: €600
- Second prize: €500
- Third prize: €400

All authors who are registered for the summit will receive a digital certificate after the event.

7. CONTACT

For any questions or queries related to the presentation of experiences during HELIX 2025, please contact:

communication@helixsummit.org