



**17th International Medical Education Conference 2024 (IMEC 2024)**  
**4th - 6th October 2024**  
**IMU University, Kuala Lumpur**

### **IMU-RHIME AWARD GUIDELINE**

#### **The IMU-Ron Harden Innovation in Medical Education Award**

The IMU-Ron Harden Innovation in Medical Education (IMU-RHIME) Award was established since 2008 International Medical Education Conference aims to acknowledge and celebrate innovative practices in health professions education that may otherwise remain unheralded.

The award is a tribute to Professor Ronald Harden, a pivotal figure in the establishment of the International Medical University (IMU) and a world-renowned authority in medical education. This prestigious accolade reflects the high esteem held for Professor Harden's contributions to the field.

We cordially invite you to submit your innovative work for consideration at the 17th International Medical Education Conference (IMEC 2024), which will be held from October 4th to 6th, 2024.

The criteria for submitting innovations for the IMU-RHIME Award are centred around the theme: **"Transforming Health Professions Education for the Advancement of One Health."**

- The scope of the innovation should follow the main conference theme: The subthemes for the conference are as below:
  - Curriculum Design
  - Teaching and Learning
  - Student Assessment
  - Digital Health
  - Governance and leadership
  - Faculty Development
  - Professionalism & Ethics
  - Stakeholder Engagement
- There is NO LIMIT to the number of innovations submitted.
- At least ONE (1) author of each innovation MUST register for the Conference.
- Submission should include two abstracts along with a pitching video as specified below:
  - One regular abstract, not exceeding 300 words in length.
  - One extended abstract, not exceeding 500 words in length.
  - One 3-minute pitching presentation video.

- The extended abstract should contain:
  - Background
  - Rationale of Innovation
  - Method
  - Results of evaluation
  - Potential Educational Impact
  - Feasibility of Innovation
  - Conclusion

Abstract Submission Deadline: **15 June 2024**

Abstract Acceptance Notification: 15 July 2024

### INSTRUCTION TO PRESENTERS

**1. Duration and Interaction:** Each presentation is allocated 10 minutes, followed by a 4-minute Q & A session with the participants or judges.

**2. Date of Presentation:** The presentation will take place on 6<sup>th</sup> October 2024.

**3. Presentation Mode:** Presenters have the option to present either onsite in Kuala Lumpur or online via Zoom).

**4. Slide Design Freedom:** Presenters are encouraged to create their own slide designs, as there is no mandatory conference slide template.

**5. Presentation Format:** The presentation format should be set to 16:9 and in landscape orientation.

**6. Conflicts of Interest Declaration:** All presentations must declare any conflicts of interest on the 2nd slide of the presentation.

- Text to be included in the slide to state the conflict of interest.
  - No conflict of interest: "There are no conflicts of interest to declare". OR
  - Conflict of interest: Please state in your own words what the conflict of interest is.
- All presenters must disclose any personal or financial relationships that could influence their work.

**7. Text and Font Recommendations:** It is recommended that text should be no smaller than font 24 for readability.

**8. Pre-Presentation Requirements:** Presenters should be at their designated presentation venue (for onsite) or connected to the Zoom link (for online) at least 15 minutes before their scheduled start time.

**9. Live Streaming:** The session will be live-streamed, but not recorded.

## GUIDELINE FOR ONSITE PRESENTERS

### 1. Available Audio-Visual Equipments

The venue is equipped with a projection screen, data projector, microphone, and laptop.

### 2. Submission of Presentation Files

Presenters should provide their presentation file to the IMEC 2024 organizers in advance via one of the following methods:

3. Email the presentation file to [IMEC2024@imu.edu.my](mailto:IMEC2024@imu.edu.my) with the Abstract Number before **20 September 2024** (5:00 pm Malaysia, GMT +8:00) or
4. Bring the presentation file on a USB device to the Secretariat Room (4th Floor) before **5<sup>th</sup> October 2024** (5:00 pm Malaysia, GMT +8:00).
5. **Backup Copy**
  - a. It is recommended to carry a backup copy of your presentation slides on a USB device.
6. **Compatibility Check**
  - a. Be aware of potential formatting issues between Mac and PC versions of Office applications. Ensure your presentation slides are checked and compatible before the session.

## GUIDELINE FOR ONLINE PRESENTERS

### 1. Preparation of Backup Presentation

Online presenters should prepare and provide a pre-recorded backup presentation in MP4 format, to be used in the event of unsatisfactory connection during the live session.

### 2. Submission of Pre-recorded Video

The pre-recorded presentation should be sent to [imec2024@imu.edu.my](mailto:imec2024@imu.edu.my) via WeTransfer (<https://wetransfer.com/>) by **6<sup>th</sup> September 2024** (5:00 pm Malaysia, GMT +8:00).

### 3. Pre-Presentation Requirements

All online presenters must join the Zoom presentation link at least 15 minutes prior to their scheduled presentation time.

### 4. Live Participation

Presenters are expected to be present live for both the presentation and the subsequent question and answer session.

### 5. Use of Pre-recorded Video

In the event of an unstable live connection, the pre-recorded video will be used.

### 6. Duration of Pre-recorded Video Playback

If played, the pre-recorded video will be strictly limited to a 10-minute duration during the session.

## Guideline for Pre-recorded Video format

- File type : MP4 with 720p HD
- Screen resolution : 16:9
- Video length : Maximum 10 mins
- First scene of the video : Please provide the presenter's name, organization and topic of presentation.
- Last scene of the video : Please provide the presenter's name and contact (e.g. email address)
- Mode of sending : WeTransfer (<https://wetransfer.com/>)

