

第10回日本NP学会学術集会

The 10th Annual Meeting of Japan Society of Nurse Practitioner

For the Patients, For the People.

共創 ～Let's create the future together～

【Date】

November 22-24, 2024

On-demand : December 10, 2024 - January 9, 2025

【Venue】

International University of Health and Welfare Tokyo Akasaka Campus

4-1-26 Akasaka, Minato ward, Tokyo 107-8402

【Conference Chair】

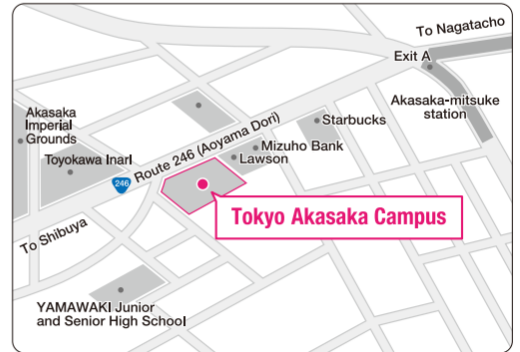
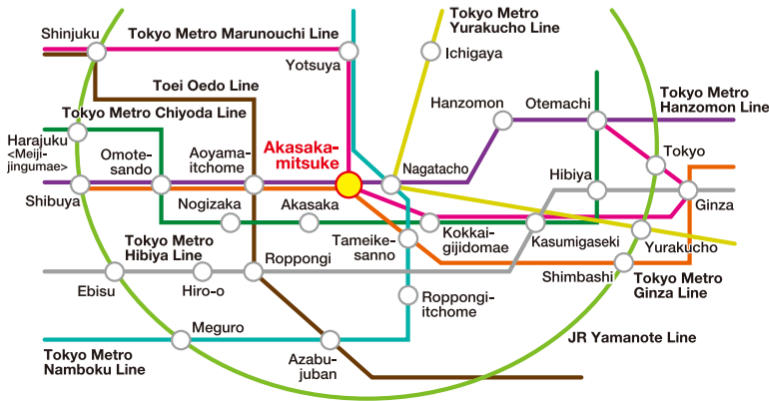
Tamami Shimada

Kawasaki Daishi Visiting Nurse Station/Medical Dayservice Center Makoto

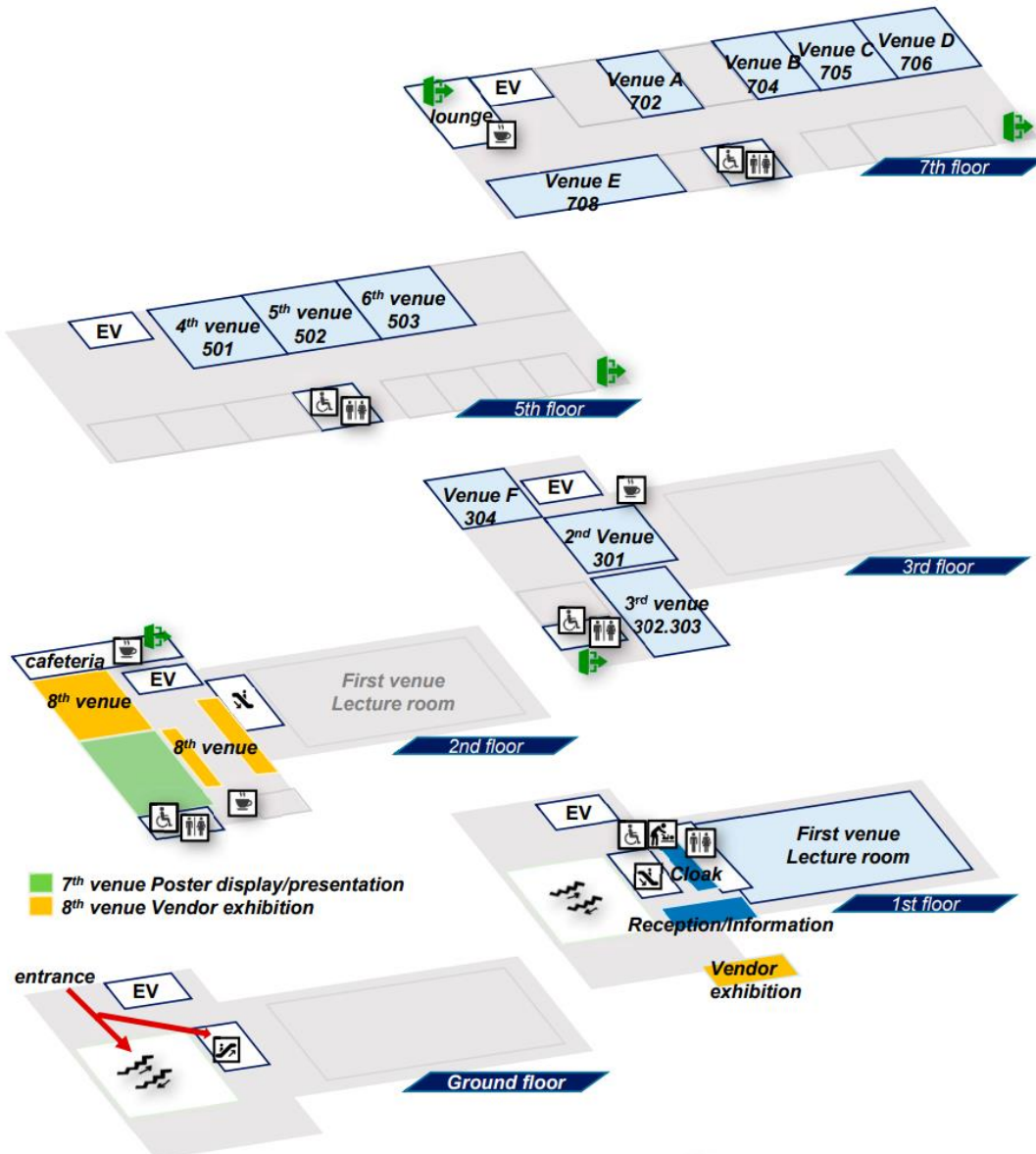
Location and Access

Tokyo Akasaka Campus 4-1-26 Akasaka, Minato Ward, Tokyo 107-8402

Three minutes walk from the 'A' exit of Tokyo Metro 「Akasaka-mitsuke」 station.



Venue floor map



■ 7th venue Poster display/presentation
■ 8th venue Vendor exhibition

Please refrain from entering any areas or classrooms other than the conference venue.

- Emergency exit
- EV elevator
- Drink vending machine
- Disabled toilet
- Lactation room
- toilet

Information for participants

Participation on the day of the conference

1. Participant registration

Registration for international participants will be held at the English Support Desk on the 1st floor.

[Participant registration times]

Location	Friday, November 22nd	Saturday, November 23rd	Sunday, November 24th
1st floor Foyer	12:00-17:00	8:30-17:00	8:30-11:30

2. Name badges

Name badges with your name on them and a certificate of attendance will be handed out at the English Support Desk on the day of the event.

3. Luncheon seminar, Saturday, November 23

The luncheon seminar is a ticket-based system. Tickets are available at the reception on the 1st floor.

Ticket Distribution time: Saturday, November 23, 8:30 AM onwards

Distribution Location: Near the registration desk in the 1F foyer

Tickets are available on a first-come, first-served basis. Limited to one ticket per person.

4. Social Event Saturday, November 23rd 17:30-19:30

Social Event will be held in the cafeteria on the second floor as a place for participants to deepen their interactions with each other. Light meals and drinks will be served.

Registration location: 1F foyer, near registration desk

Registration time: Saturday, November 23rd 8:30-19:30

Participation fee: 2,000 yen (tax included) Cash payment only

Capacity is limited. First come, first served.

6. Program and collection of lectures

Price: 2,000 yen (tax included) On sale at the reception on the day of the conference.

We accept payment by cash only. Please note that numbers are limited.

7. English Support Desk

There is an English Support Desk at the reception on the 1st floor.

Please come to the desk if you have any problems. Our staff will be happy to help you in English.

Other information

1. Resting space

Please feel free to have the beverages available in the cafeteria on the 2nd floor.

2. Vendor Exhibition Stamp Rally

A vendor exhibition stamp rally will be held at this conference. Stamp rally forms will be distributed at the reception on the 1st floor.

3. Cloakroom

We cannot store valuables, so please keep them with you.

Cloakroom opening hours are as follows.

Any items not collected by the end of the last day will be disposed of.

[Cloakroom opening hours]

Location	Friday, November 22nd	Saturday, November 23rd	Sunday, November 24th
1st floor cloakroom	12:00-18:00	8:30-20:00	8:30-13:00

4. Others

A lactation room is in front of the elevator hall on the 2nd floor.

There is no childcare center.

Other notes

1. Photography and recording

At this conference, photography and recording are prohibited in the lecture venue without permission from the presenters or the JSNP Secretariat. In addition, photography, screenshots, capture, recording, and recording of on-demand videos and presentation slides, as well as unauthorized use and duplication, are strictly prohibited. We appreciate your understanding and cooperation.

2. Parking

There is no parking or bicycle parking at the venue.

Please refrain from coming by car or bicycle. Please come by public transportation.

On-demand

[Delivery Period]

December 10, 2024 - January 9, 2025

To all presenters

Oral presentation

1. PPT slides preparation

- Presentation time: 9 minutes (6 minutes for presentation, 3 minutes for Q&A)
- Please prepare your ppt slides so that you can make your presentation within the allotted time.
- Please prepare presentation slides using Microsoft Powerpoint and use a wide format (16:9) .
- You will NOT be allowed to use your own PC to make a presentation.
- Please send your ppt file to jsnp2024review@gmail.com by 17th November 2024.
- Your presentation slides (PowerPoint) will be checked on 23 November, the day before your presentation, so please contact the English Support Desk on the 1st floor. Please bring the USB stick with your presentation slides (PowerPoint) on it.
- Please note that ppt slides cannot be modified once it has been received.
- Please indicate your conflict of interest (COI) on the second slide. For details on conflict of interest (COI), please see the following website. <https://www.ace-enterprise.jp/jsnp2024/contents08.html>
- In principle, speakers cannot be replaced. If a speaker is unable to make a presentation due to poor health or other reasons, a co-author (co-speaker) can make the presentation. In that case, please contact the JSNP secretariat. Presentations by other than co-speakers are not allowed.

2. Flow of the presentation day

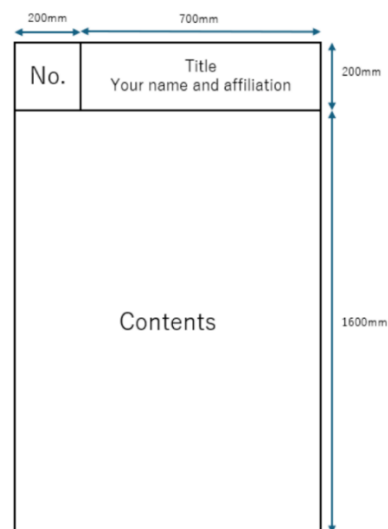
- Please come directly to the presentation venue approximately 10 minutes before the presentation time.
- There are seats for the speaker and the next speaker. To ensure smooth proceedings, we ask subsequent presenters to wait near the speaker's seat.
- Please adhere to the end time of the session.
- Please use a microphone so the audience can hear you.
- Presenters will control ppt slides during the presentation. Please note that there are no presenter tools.
- To ensure smooth proceedings, please strictly adhere to the presentation time. You will be notified of the remaining time. If you exceed the time limit, please follow the chairperson's instructions to end your presentation.
- The organizer is responsible for deleting the ppt slides downloaded onto the PC at the end of the meeting.
- After the presentation, you will receive a presentation certificate from the session chair.
- The certificate will include the names of the presenter and co-presenter, the type of presentation (oral or poster) and the title of the presentation.

1. Poster preparation

- Please clearly indicate any conflicts of interest (COI) on the poster. For details on conflicts of interest (COI), please see the following website.
Posting format is not important.

<https://www.ace-enterprise.jp/jsnp2024/contents08.html>

- Please note that we do not accept posters sent by mail.
- The poster space is 900mm wide x 1,800mm high.
- Please write the presentation number in the upper left corner of the poster (200mm x 200mm).
- Please write the presentation title in the upper right corner of the poster (70cm wide x 20cm high), and the presenter's name and affiliated institution name in the lower row. There are no other layout regulations.
- The presentation number is pasted in a location specified in advance by the organizers. Please paste it in the upper left corner (20cm wide x 20cm high) according to the poster size.
- Please make your presentation within the dimensions of 900mm wide x 1,600mm high. Font size is not specified, but please make sure the text is not too small.



2. Pasting and removing of posters

- After registering for the conference, presenters are requested to paste their posters at the designated time.
- There is no reception for presenters for poster presentations.
- Please remove your poster at the designated time.
- **Poster presentation venue:** 2nd floor cafeteria
- **Pasting time:** Saturday, November 23rd, 8:30-10:30
- **Removal time:** Saturday, November 23rd, 17:00-18:30

3. Presentation procedure

- When you arrive at the venue, please come to the English support desk on the first floor.
We will provide your poster number and instruct where to paste your poster.
- Presenters should come to their posters 5 minutes before the start of the poster session.
- Please adhere to the end time of the session.
- There are no microphones. Please speak loudly enough so that audience can hear you.
- To ensure smooth progress, please adhere to the presentation time limit. You will be notified of the remaining time. If you exceed the time limit, please follow the chairperson's instructions to end your presentation.
- Presentation time: 5 minutes (3 minutes for presentation, 2 minutes for Q&A)
- Upon completion of your poster presentation, you will receive a Certificate of Presentation from the session chair.