

# How to Submit a CE/Test Focused Workshop Abstract

## HOW TO SUBMIT A CE WORKSHOP OR TEST-FOCUSED WORKSHOP FOR THE NAN ANNUAL CONFERENCE



Submission Deadline: Wednesday, April 8, 2026

1

[Click here](#) to access the submission site.

2

**Create an account:** please click on the Create an Account button. This will ask you to create a submission account in Cadmium – the submission portal for NAN2026.

3 Once you are logged in, click on "Click here to begin a new submission"

Home | Log Out

Conference Details | Technical Support

**EVENT INFORMATION**

NAN 2026 Scorecard  
October 14 - 17, 2026 (Wednesday - Saturday)  
Hilton Chicago  
Chicago, Illinois  
United States

Contact the Event Organizer

**YOUR PROFILE**

Katie Smith, Smart  
Affiliation: NAN  
Logins: 7 Log Out  
View / Edit Your Profile

**SUBMIT FEEDBACK**

We always welcome feedback, and we want to hear what you like and what can be improved.

Feedback Form

**SUBMISSIONS** (You have 3 complete submissions, 1 incomplete submission, and 0 withdrawn submissions)

Click here to begin a new submission

86 days until the submission period closes

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4 Enter your submission title. Titles are limited to 75 words or less. Please use "Title Case" (This is an Example of Title Case) when entering your submission title.

Home | Log Out

Conference Details | Technical Support

Home / New Submission

**START A NEW SUBMISSION** Submit

Provide a title for your submission and choose your submission type.

**Submission Title \***  
A submission must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the submission.

0 characters (200 max)  
0 words (75 max)

**Submission Type \***  
-- Select Submission Type --

View Submission Type descriptions.

86 days until the submission period closes

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5

**Enter your submission type.** Select "CE Workshop Proposal" or "Test Focused Workshop" from the dropdown menu. Then, click the "Submit" button.

START A NEW SUBMISSION Submit

Provide a title for your submission and choose your submission type.

**Submission Title \***  
A submission must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the submission.

Test - CE Workshop 15 characters (200 max)  
4 words (75 max)

**Submission Type \***  
CE Workshop Proposal View Submission Type descriptions.

Submit

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6

You are now ready to begin inputting the details of your submission. Your submission task list tracks the required information you must include with your submission. You may complete the tasks in any order and do not have to complete all of the tasks in one session. Click "Primary Author" to begin.

Submission Status: Active

New submission was successfully added.

- 1. Primary Author**  
Click here to add the primary author to this submission.
- 2. Co-Author List**  
Click here to add co-authors to this submission.
- 3. Research Attestation Statements**  
A series of agreement statements about the research being submitted.
- 4. Abstract Submission Detail - CE Workshop Proposal**  
Submit information about your abstract.
- 5. Upload Images**  
Upload an image file to support your abstract submission or opt-out.

7

Enter the Primary Author's first name, last name, email, and select the "Primary Author" field.

Home / Submission / Tasks / Edit Primary Author Task for 'Test - CE Workshop'

 EDIT PRIMARY AUTHOR TASK FOR 'TEST - CE WORKSHOP' [Save Author](#)

Please list the primary author for this submission and enter their information, then please click on their name to submit additional details. \* indicates a required field

**Add New Author**

First Name \*  Last Name \*  Email \*

**Presenter Roles \***  
Please select at least one Presenter Role  
 Primary Author

[Add Author](#)

**Author List**  
You must have 1 author  
You must have 1 primary author for this submission.  
No Authors have been added.

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Click "Add Author"

Home / Submission / Tasks / Edit Primary Author Task for 'Test - CE Workshop'

 EDIT PRIMARY AUTHOR TASK FOR 'TEST - CE WORKSHOP' [Save Author](#)

Please list the primary author for this submission and enter their information, then please click on their name to submit additional details. \* indicates a required field

**Add New Author**

First Name \*  Last Name \*  Email \*

**Presenter Roles \***  
Please select at least one Presenter Role  
 Primary Author

[Add Author](#)

**Author List**  
You must have 1 author  
You must have 1 primary author for this submission.  
No Authors have been added.

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9 Click "Edit Profile" to finish completing the contact information portion.

additional details. \* indicates a required field

You have typed in an email address for someone who already has a profile. They have been added to this submission. You can click their name to edit their details, or click the blue 'communication' icon to the left of their name in order to invite them to fill out their profile for this submission.

**Author List**  
You must have 1 author  
You must have 1 primary author for this submission.

1 **Test Test, PHD**  
Trainee, NAN  
Profile completed ✓  
Presenter Role: Primary Author

[Edit Test Test's Profile](#) [Remove Test Test](#)

[Save Author](#)

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10 Enter the Author's position, affiliation, and credentials. Then select the Author's NAN membership type from the dropdown.

**Professional Information**

**Position** (max character 100) \*

**Affiliation** \*

**Credentials** \*

**Presenter Role** \*  
There can only be 1 Primary Author.  
 Primary Author

**What is your NAN membership type?**

[Continue](#)

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## 11 Click "Continue"

The screenshot shows a form with the following fields and elements:

- A text input field containing "Trainee".
- A section titled "Affiliation \*" with a text input field containing "NAN".
- A section titled "Credentials \*" with a text input field containing "PHD".
- A section titled "Presenter Role \*" with the text "There can only be 1 Primary Author." and a checked checkbox labeled "Primary Author".
- A dropdown menu titled "What is your NAN membership type? \*" with "Professional" selected.
- A dark blue button labeled "Continue" circled in orange.
- A footer bar with the text "86 days until the submission period closes", "© 2026 Cadmium | Tel (410) 638-9239 | Support@GoCadmium.com | Site Map".

## 12 Click "Save Author"

The screenshot shows a form with the following elements:

- A header area with a group of three people icon, the text "EDIT PRIMARY AUTHOR TASK FOR 'TEST - CE WORKSHOP'", and a "Save Author" button.
- A light blue instruction box: "Please list the primary author for this submission and enter their information, then please click on their name to submit additional details." with a note "\* indicates a required field".
- A section titled "Author List" with the text "You must have 1 author" and "You must have 1 primary author for this submission.".
- A list item "1 Test Test, PHD" with sub-text "Trainee, NAN", "Profile completed" (with a green checkmark), and "Presenter Role: Primary Author". Below this are two buttons: "Edit Test Test's Profile" and "Remove Test Test".
- A dark blue button labeled "Save Author" circled in orange.
- A footer bar with the text "86 days until the submission period closes", "© 2026 Cadmium | Tel (410) 638-9239 | Support@GoCadmium.com | Site Map".

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You are now ready to input the co-author(s) information for your submission. Click "Co-Author List"

SUBMISSION ID: 2524244  
Submission Type: CE Workshop Proposal  
Submission Status: Active

Primary Author task was successfully completed on Monday, January 12, 2026, 3:21 PM  
Please complete as much of the information as you can and then press the 'Continue' button.



**1. Primary Author**

Completed Monday, January 12, 2026, 3:21 PM  
Click here to add the primary author to this submission.



**2. Co-Author List**

Click here to add co-authors to this submission.



**3. Research Attestation Statements**

A series of agreement statements about the research being submitted.



**4. Abstract Submission Detail - CE Workshop Proposal**

Submit information about your abstract.

14

Click "Add a New Co-Author"

[Home](#) / [Submission](#) / [Tasks](#) / Edit Co-Author List Task for 'Test - CE Workshop'



EDIT CO-AUTHOR LIST TASK FOR 'TEST - CE WORKSHOP'

Save Co-Author List

Please enter your co-authors for this submission. An individual who helped you work on the abstract or someone that you would like to recognize in creation of the submission may be included as a co-author. If you do not wish to include any additional authors, you may click the 'Save Co-Author List' button at the top of the page.

\* Indicates a required field

Add a New Co-Author

Co-Author List

No Co-Authors have been added yet.  
Click the "Add Co-Author" button above to add your first one.

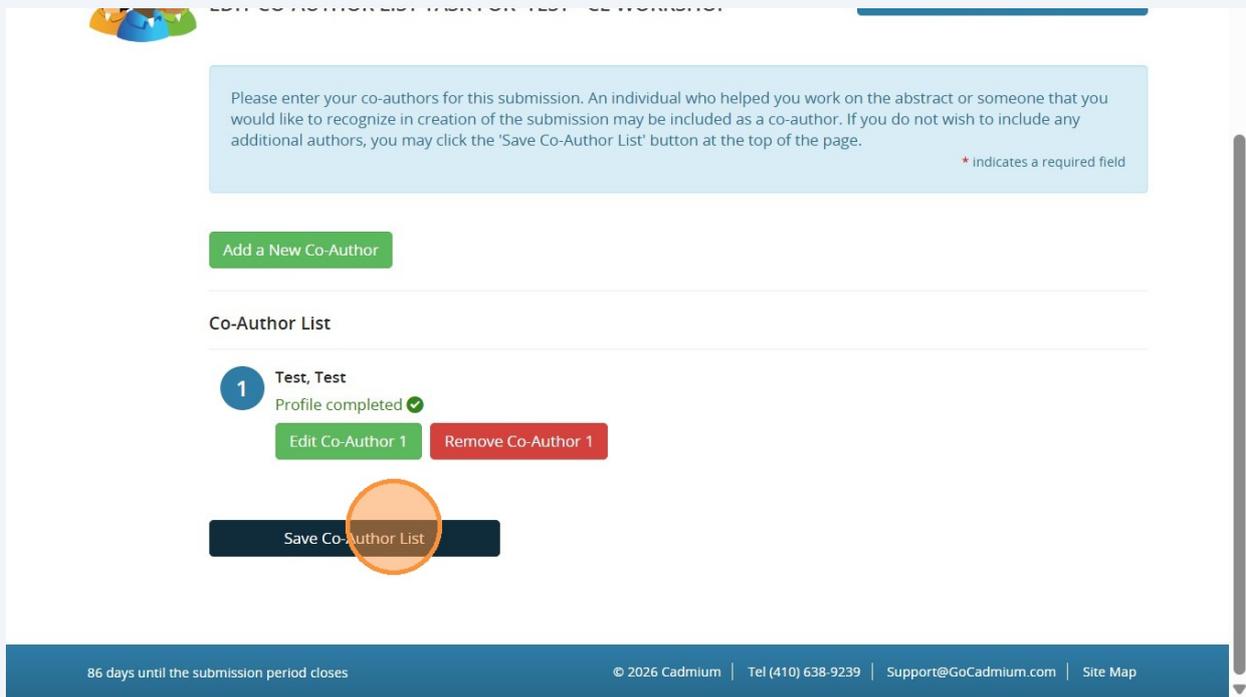
15 Enter Co-Author's first name, last name, email, and degree(s).

The screenshot shows a web application interface with a modal window titled "Add Co-Author". The modal contains a "Personal Details" section with the following fields: "First Name ... \*" (highlighted with an orange circle), "MI", "Last Name ... \*", "Suffix", "Email ... \*", "Pronouns" (with radio button options: he/him/his, she/her/hers, they/them/theirs, and Self-describe), "Work Phone", "Mobile Phone", "Degree(s) ... \*", "Organization ...", "Position ...", and "Department". The background shows a navigation bar with "Home" and "Log Out", and a sidebar with "EDIT CO" and "Add a Ne".

16 Click "Submit"

The screenshot shows the same "Add Co-Author" modal window as in step 15, but now with data entered into the fields: "First Name" is "Test", "Last Name" is "Test", "Email" is "Test@test.com", and "Degree(s)" is "PHD". The "Submit" button at the bottom right of the modal is highlighted with an orange circle. The background shows a footer with "86 days until the submission period closes", "© 2026 Cadmium", "Tel (410) 638-92...", "support@GoCadmium.com", and "Site Map".

## 17 Enter any additional authors and then click "Save Co-Author List"



Please enter your co-authors for this submission. An individual who helped you work on the abstract or someone that you would like to recognize in creation of the submission may be included as a co-author. If you do not wish to include any additional authors, you may click the 'Save Co-Author List' button at the top of the page. \* Indicates a required field

[Add a New Co-Author](#)

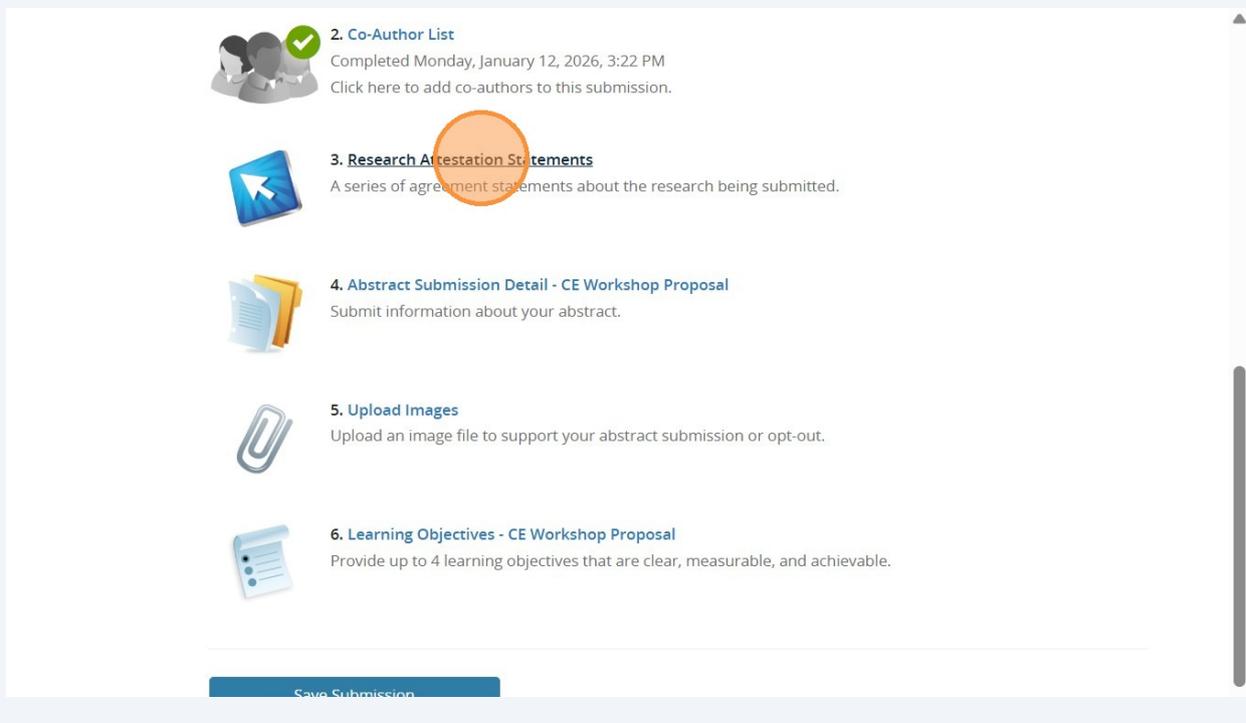
Co-Author List

1 **Test, Test**  
Profile completed ✓  
[Edit Co-Author 1](#) [Remove Co-Author 1](#)

[Save Co-Author List](#)

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## 18 You are now ready to complete the Research Attestation Statements for your submission. Click "Research Attestation Statements"



2. **Co-Author List**  
Completed Monday, January 12, 2026, 3:22 PM  
Click here to add co-authors to this submission.

3. **Research Attestation Statements**  
A series of agreement statements about the research being submitted.

4. **Abstract Submission Detail - CE Workshop Proposal**  
Submit information about your abstract.

5. **Upload Images**  
Upload an image file to support your abstract submission or opt-out.

6. **Learning Objectives - CE Workshop Proposal**  
Provide up to 4 learning objectives that are clear, measurable, and achievable.

[Save Submission](#)

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**Read and electronically sign the Research Attestation Statements.** Click the "I have read and agree to the above terms and conditions" box. Submit your agreement by typing your name and clicking the "Submit Agreement" button.

By submitting this abstract, the corresponding author attests that the research to be presented is:

- A. Original and not previously presented or published.
- B. Research and/or data to be presented were conducted in compliance with institutional guidelines for human or animal research and/or the **Helsinki Declaration**. We appreciate that many clinicians without an institutional affiliation collect and publish valuable information. By conforming to these guidelines, the corresponding author declares that all human data were collected with participants informed consent.
- C. Disclosure of conflict of interest will be clearly stated in the methods and/or during the presentation. Conflicts of interest include funding sources for the reported study/data or having a financial interest in a test or product or with a company that published a test being investigated.

I have read and agree to the above terms and conditions.

Please indicate your agreement by typing in your full name above

Submit Agreement

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You are now ready to input your abstract for your submission. Click "Abstract Submission Detail - CE Workshop Proposal" or "Abstract Submission Details - Test Focused Workshop"



**3. Research Attestation Statements**

Completed Monday, January 12, 2026, 3:22 PM

A series of agreement statements about the research being submitted.



**4. Abstract Submission Detail - CE Workshop Proposal**

Submit information about your abstract.



**5. Upload Images**

Upload an image file to support your abstract submission or opt-out.



**6. Learning Objectives - CE Workshop Proposal**

Provide up to 4 learning objectives that are clear, measurable, and achievable.

Save Submission

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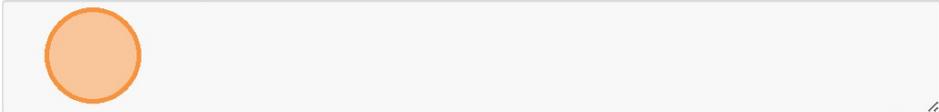
**Enter your abstract details.** You may edit your title in this step, if needed. Next, you will enter your abstract content. Please use the instructions at the top of the page to compose your abstract to ensure your submission is not missing any of the required elements on which your submission will be reviewed.

For consideration, please provide a 255-word narrative summary of your proposed presentation in the "Abstract Submission Details" field below. \* indicates a required field

**Submission Title \***  
A submission must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the submission.

Test - CE Workshop 15 characters (Max 200 characters)  
4 words (Max 75 words)

**Abstract Submission Details \***  
Please review the instructions above for information to include.

 0 characters  
0 words (Max 255 words)

[Continue](#)

Words: 0 | Characters: 0

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Click "Continue"

Submission Details" field below. \* indicates a required field

**Submission Title \***  
A submission must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the submission.

Test - CE Workshop 15 characters (Max 200 characters)  
4 words (Max 75 words)

**Abstract Submission Details \***  
Please review the instructions above for information to include.

Abstract 8 characters  
1 word (Max 255 words)

[Continue](#)

Words: 1 | Characters: 8

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You may now upload an image file (.jpg, .png, .gif, .bmp, .pdf) to support your abstract or you may opt-out of uploading an image in this step as well. Images may be tables, figures, charts, or graphs that support the content of your abstract. An image is not required for acceptance. Both submissions with and without images will be given the same consideration. Click on "Upload Images" as shown to begin.

Click here to add co-authors to this submission.

- 3. Research Attestation Statements**  
Completed Monday, January 12, 2026, 3:22 PM  
A series of agreement statements about the research being submitted.
- 4. Abstract Submission Detail - CE Workshop Proposal**  
Completed Monday, January 12, 2026, 3:24 PM  
Submit information about your abstract.
- 5. Upload Images**  
Upload an image file to support your abstract submission or opt-out.
- 6. Learning Objectives - CE Workshop Proposal**  
Provide up to 4 learning objectives that are clear, measurable, and achievable.

Save Submission

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Upload your image or click the "There is no image associated with this submission" field.

Home / Submission / Tasks / Edit Upload Images Task for 'TEST - CE WORKSHOP'

EDIT UPLOAD IMAGES TASK FOR 'TEST - CE WORKSHOP' Continue

Upload an image file (.jpg, .png, .gif, .bmp, .pdf) to support your abstract or you may opt-out of uploading an image. Images may be tables, figures, charts, or graphs that support the content of your abstract. You are limited to one supporting image file no larger than 10 MB in size. Your image will appear at the end of your abstract in black and white and will not have a caption. Please reference your image in the body of your abstract. An image is not required for acceptance. Both submissions with and without images will be given the same consideration. \* Indicates a required field

There is no image associated with this submission.

Upload supporting image or table for abstract.

Drop your file here to upload or click within to browse the files on your computer.

Uploaded File  
No file has been uploaded yet

## 25 Click "Continue"

submissions with and without images will be given the same consideration. \* indicates a required field

There is no image associated with this submission.

Upload supporting image or table for abstract.

Drop your file here to upload or click within to browse the files on your computer.

**Uploaded File**  
No file has been uploaded yet

[Continue](#)

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## 26 You must now input up to four measurable learning objectives for your submission. Click on "Learning Objectives" as shown to begin.

-  **3. Research Attestation Statements**  
Completed Monday, January 12, 2026, 3:22 PM  
A series of agreement statements about the research being submitted.
-  **4. Abstract Submission Detail - CE Workshop Proposal**  
Completed Monday, January 12, 2026, 3:24 PM  
Submit information about your abstract.
-  **5. Upload Images**  
Completed Monday, January 12, 2026, 3:24 PM  
Upload an image file to support your abstract submission or opt-out.
-  **6. Learning Objectives - CE Workshop Proposal**  
Provide up to 4 learning objectives that are clear, measurable, and achievable.

[Save Submission](#)

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**Learning Objectives.** Please provide 3-4 learning objectives for your submission. A minimum of three learning objectives are required. Once complete, click on the "Continue" button.

1 Answer the following questions for Learning Objectives 1

**Learning Objectives 1 \***  
Complete the sentence, 'Upon completion, participant will be able to...' Use action words to begin this learning objective, such as list, describe, define, demonstrate, conduct, etc.

Upon completion, participants will be able to ...

0 words (Max 30 words)

2 Answer the following questions for Learning Objectives 2

**Learning Objectives 2 \***  
Complete the sentence, 'Upon completion, participant will be able to...' Use action words to begin this learning objective, such as list, describe, define, demonstrate, conduct, etc.

Upon completion, participants will be able to ...

0 words (Max 30 words)

3 Answer the following questions for Learning Objectives 3

**Learning Objectives 3 \***  
Complete the sentence, 'Upon completion, participant will be able to...' Use action words to begin this learning objective, such as list, describe, define, demonstrate, conduct, etc.

Upon completion, participants will be able to ...

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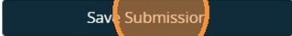
You have now completed all of the required steps to submit a workshop proposal. Click on the "Save Submission" button on the task list to submit.

 A series of agreement statements about the research being submitted.

 **4. Abstract Submission Detail - CE Workshop Proposal**  
Completed Monday, January 12, 2026, 3:24 PM  
Submit information about your abstract.

 **5. Upload Images**  
Completed Monday, January 12, 2026, 3:24 PM  
Upload an image file to support your abstract submission or opt-out.

 **6. Learning Objectives - CE Workshop Proposal**  
Completed Monday, January 12, 2026, 3:24 PM  
Provide up to 4 learning objectives that are clear, measurable, and achievable.



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You will now see a summary of your submission. Click on the "Submit" button to complete the process. You can preview your data and make edits if needed with the link at the bottom of the page.

Home | Log Out Conference Details | Technical Support

Home / Submission / Tasks / Submit

 SUBMISSION SUMMARY [Submit](#)

[Test - CE Workshop](#)  
Submission ID: 2324244  
Submission Type: CE Workshop Proposal  
Submission Status: Active

You have completed all the required tasks for this submission.  
Use the "Submit" button to complete your submission.

 **1. Primary Author**  
Completed - Monday, January 12, 2026, 3:21 PM

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Your submission is complete and you will be taken back to the login homepage where you can preview your abstract, make edits up until the submission deadline by clicking on the submission title, or submit another abstract.