

Guidelines for national case study presentations

- National case study presentations should be prepared using Microsoft PowerPoint. As we will have very tight timelines, we cannot allow hook-up of personal computers so please bring your presentation saved on a USB stick for easy loading on the day of presentation.
- Please come 15 minutes early (no later than 08:45) on October 6th to load your presentation before the session starts at 09:00 and bring 40 copies of your presentation hand-out (3 slides per page double sided is fine).
- You will have 12-15 minutes to present your case study and in order to ensure we have time for discussion; we will keep strictly to those timelines.
- As you prepare your presentation, please keep in mind that our **focus for the workshop is to explore the facilitators (= promoting factor) and barriers (= hindering factors) to the initial adoption of the intervention/action, the facilitators and barriers to its implementation once it was adopted and facilitators and barriers to monitoring its impact.** We therefore suggest you spend no more than 2-3 minutes introducing the problem and solution, so that the majority of your presentation focuses on facilitators and barriers. Please note, that in addition to the presentation, you will be writing up your case study following the workshop and at that time will be able to include additional detail regarding the problem and intervention.
- As you prepare and give your presentation, please include specific details regarding the processes and environment in which the intervention was adopted/is being implemented and monitored as they relate to facilitators and barriers. We do not need names of people or organisations, but need enough information to understand where and how factors have been facilitators or barriers.
- We have developed a presentation outline we would like you to use (see next page) to keep presentations standardised and hopefully allow you to stay within your time allotment. We suggest you prepare no more than one slide per minute (excluding title and closing slide) and have provided guidance on the number of slides for each aspect of the presentation.
- The process for the case study sessions during the workshop will be as follows
 1. There will be three case study sessions each with three case studies presented.
 2. The chair of your session (either Morag MacKay or Peter Schroder-Bach) will start by explaining process and asking you to briefly introduce

yourself (we will try to keep this short so name and organisation only please)

3. Presenters present one after the other with no break for questions or discussion and chairs time keeping (please refer to the Workshop agenda for October 6th to see when you will be presenting)
4. Following the last presenter the chair will first open the floor to the official recorder for the session (Beatrice Riley) to see if she needs any points clarified
5. Once Beatrice's questions are answered, the chair will open up the floor to the rest of the meeting participants for any questions regarding what you and your fellow presenters have presented
6. The chair will then pose questions to meeting participants relating to what they've heard about facilitators and barriers and ask if others have had similar experiences or not.
7. Following the final case study session there will be a 30 minute discussion chaired by Joanne Vincenten whose purpose will be to have meeting participants reflect on all 9 presentations as they relate to the issues of inequalities, the cross-cutting nature of child injury and opportunities to find win-win situations through integration beyond child injury. While you do not need to cover these two issues in your presentation, please be prepared to add your own thoughts based on your case study to the discussion.
 - a. The two questions participants will be reflecting on are:
 1. Reflecting on the nine presentations you have heard today, what opportunities do you think they present to address inequities as they relate to child injury?
 2. Reflecting on the nine presentations you have heard today, how might these actions be linked to create synergies with other issues within child health (e.g. obesity) and across all ages (e.g. elderly) and delivery mechanisms?

Proposed presentation outline

1.) Title slide

2.) Description of the *problem* the intervention is addressing (1 slide)

3.) Description of the *solution* (the intervention) and its *impact* (2-3 slides max)

If you have data demonstrating impact please include a slide regarding this – to get an idea of what we are looking for please refer to Slide #6 of Peter Hollo's presentation from the Budapest conference available at <http://dl.dropbox.com/u/9853625/National%20Case%20Study/%20PH>

[ollo%20-%20pilot%20case%20study.ppt](#)

We realise that the equivalent may not be possible for all case studies, but please include impact data/information where available.

- 4.) ***Facilitators and barriers related to adoption of the intervention (1-2 slides)***
- 5.) ***Facilitators and barriers related to implementation of the intervention (1-2 slides)***
- 6.) ***Facilitators and barriers to monitoring of the intervention (1-2 slides)***
- 7.) **Lessons learned (1-2 slides)**
- 8.) **Recommendations (1-2 slides)**
- 9.) **Closing slide**

Case study write-up

- Following the Workshop we will distribute guidelines for writing up your case study for inclusion in the national case study report. If you have any questions please do not hesitate to contact Morag MacKay at m.mackay@childsafetyeurope.org