

KIDWAI MEMORIAL INSTITUTE OF ONCOLOGY, BANGALORE

Journal Club Presentation Guidelines

The purpose of these presentations is to provide the PG Student/fellow with opportunities

- to develop skills in research article analysis
- to develop skills in professional presentations.
- to improve communication skills
- to increase knowledge on an oncology topic of interest.

GUIDELINES TO RESIDENTS / REGISTRARS:

1. Topic/Scientific Published Article for Journal Review :
 - a. Students are encouraged to make survey of literature and collect a set of relevant publications.
 - b. The Student Scheduled in the List should discuss the publications proposed for Journal review meeting with the Faculty of the Unit in which the student is currently working.
 - c. The Student shall discuss the article for presentation at least 4 weeks in advance and finalize the actual article to be presented 2 week before the date of Presentation and Notify the Abstract with the Journal Details on the Department Notice board and circulate the same.
 - d. On the day of presentation the student presenting the Journal Review should carry with him/her the relevant Evaluation Form in duplicate get it signed by his unit Faculty
 - e. Students must maintain their Annual Log book and record and update the relevant activities as stipulated in the Syllabus.
2. Students are advised to adhere to the schedule dates fixed in the academic program.
3. Postponement of Scheduled the academic activity is strictly not encouraged. Any postponement shall be permitted only for valid reasons only and shall be permitted in writing by the Respective HOU & HOD and this postponement shall not overlap the other candidates prefixed dates (the other candidates should continue as scheduled)
4. Candidate taking permission to postpone his/her topic should make efforts to request his colleague student to take over his topic (or exchange his topic & date) and make presentation on the scheduled dates. Moderators absence shall not be reason for student to postpone his presentation, The moderator who is scheduled to be absent on the respective students presentation date should delegate his responsibility to his colleague and ensure the program continues.
5. The Students and staff shall assemble for the Academics in the Designated Hall, at the designated time and the Presentation shall start sharp on schedule.
6. All the Students and the Teaching Faculty shall attend the Scheduled Teaching Program and should Sign an attendance register one meant for the DAP.
7. During the officially scheduled Academic activity period, regarding the unscheduled Patients attending the Hospital, if they are requiring immediate doctors attention (as identified by the respective Staff Nurse & GDD), Such patients shall be Seen by and Shall Receive Symptomatic & Supportive Treatment From the General Duty Doctor and shall be admitted in the Treatment Room. The respective Faculty &

Staff shall take over such patients from the Treatment room immediately after the Academic time shall and give the necessary treatment.

8. General Guidelines for Presentation:

- a. The presentation should be planned with-in the stipulated time generally 60min & the last 15 minutes shall be dedicated for Discussion. Discussion during presentations is not encouraged. All questions shall be directed to the presenter and his fellow colleague students (as indicated) in the last 15 minutes.
- b. The Students shall prepare their own presentation on OHP sheets or PPT slide if LCD projector & PC is available. Students are discouraged from using readymade presentation material available on the internet.
- c. The presentation of the Topic Allotted :
 - i. The objective of the student presentation, is to demonstrate to the faculty & his peers, as to what the student has learnt and understood about the topic or subject given for presentation (students are advised not to copy internet material or copy someone else's presentation),
 - ii. Presentation should be made in a systematic & scientific pattern
 - iii. student are encouraged to read the make relevant review of literature. The student should develop and present his/her understanding of the subject, his concepts and perception of patient management, Investigation, Treatment, Multimodality management & specialty related management, Morbidity & Mortality issues and Survival rates with various combinations.
 - iv. For the Presentation the Number of slides and its contents should be scientifically tailored to the topic allotted and the time allocated, allowing sufficient time for discussion.
 - v. Presentation should be made in sequence, point wise & use Diagrams and pictures as indicated.

Instructions for Preparation towards Journal Club

- potential research articles from peer reviewed journals
- should be original research as opposed to a review article or consensus paper
- Article selection & approval by the Programe Faculty- one month prior to the Journal Club

Steps

- Choosing the article.
- Evaluating the article.
- Presentation.

1. Choosing the Article

- a) Choose a paper that you find interesting.
- b) Articles which draw editorial comment, well known institutions or respected authors, are generally good quality articles and usually worthy of presentation.
- c) Avoid reviews, editorials or viewpoint articles wherever possible.

- d) A study, prospective or retrospective, provides better discussion points than Retrospective studies, by their very nature, do not always provide robust answers to clinical questions. They often raise questions which are then answered by prospective studies.
- e) Thus prospective studies will usually provide more significant additions to the medical literature than the majority of retrospective studies.

2. Evaluating the Article

a. Background of the article

- i. What is the purpose of the article and is the question posed clearly stated?
- ii. What is the hypothesis which underpins the research?

b. Study design

1. What are the criteria for entry into the study?
2. Was it prospective or retrospective?
3. Was it randomised or non-randomised?
4. How was it controlled eg. Case control, historical controls, and were these appropriate?
5. If a crossover design was used, was it appropriate?
6. If an assessment of an observation was required, was it made "subjectively" by one of the authors or objectively by an independent blinded observer?

c. Execution of the study

1. Is the sample size adequate?
2. Are there confounding variables?
3. What was the attrition rate of the subjects in the study and was follow-up adequate?
4. Were the statistics appropriate?

d. Assessment of Conclusions

1. Do the findings in this study support the conclusions?
2. What is the clinical significance as against statistical
3. significance of the study?
4. **Application of the Study**
5. Is the information helpful to the current practice
6. Does it present ideas for future research?

PowerPoint presentation

- approximately 40 minutes
- 20min extra time will be allotted for moderated discussion

*** effective professional presentations includes managing the allotted time effectively.

The presentation should follow conventional medical journal club format:

Present the core content of the article (summarize the article)

- “The article I am presenting is _____” and preview the conclusion.
- Optional – give some background about the topic
- “The hypothesis was....”
- “The methods were...”
- “The results were...”
- “The authors discussion / interpretation / conclusion was that ...”

Then present your impression of the article in support or contrast to the authors conclusions

- “The design was appropriate / poorly thought out / etc...”
- “The sample size was large enough / too small / etc...”
- “The article clearly mentioned its flaws / was missing / etc...”
- “The significance of this article was...”
- “I felt that this article...”
- “Similar research articles present corroborating / conflicting...”
- “Further research...”

Moderated discussion

- Take questions and provide thoughtful answers.
- You may or may not know the answer, but handling questions is an important part of effective presentations.
- Facilitate comments and contributions.
- *** Remember that some attendees may be quite knowledgeable about this topic. Their comments can contribute to the presentation and enrich the learning experience for those that attendee, as well as yourself.

It is recommended that your presentation be complete at least one week prior to Journal Club date to allow time to review and practice your presentation.

When arriving to Journal Club, arrive early and dress professionally.

It is suggested to bring a copy of your presentation on paper. Mechanic/computer errors can occur and you should be prepared for such problems.

For each presentation, a moderator will be in attendance to introduce you and may help to direct the discussion following your presentation.

Evaluation

The presentation will be evaluated

- presentation skills
 - Verbal
 - visual
- organization,
- appropriate discussion of the manuscript
- personal conclusions,
- facilitation of the discussion.
- The evaluations will be available for review in the PA office.

KEEP SLIDES SIMPLE —and explain with words where necessary.

- There is a “six line” rule for slides—more lines make for cluttered slides.
- Do not read directly from your slides. It is more effective to elaborate verbally on what is written on the slides.
- Talk to *your audience*! It improves every presentation if you make eye contact with your audience.
- *Never* turn your back to the audience
- If you cannot remember something, do not try to hide it.
- Arouse curiosity of the audience by identifying unexpected events/findings, suggesting provocative ideas.