CALL FOR ABSTRACTS

ACVSMR annual Educational Meeting, hosted in conjunction with the ACVS Surgical Summit

Friday October 26th, 2018. Phoenix, AZ

AND

ACVSMR track at the World Rehabilitation Summit

Tuesday July 31st, 2018. Knoxville, TN

Each abstract chosen will be for one of these meetings, please indicate clearly per submission instructions if you would like to be considered for one or both meetings. A honoraria/award will be provided to each author chosen to present.

Submission Deadline: Midnight Pacific Standard Time, USA, January 31, 2018

Submission Process: e-mailed to Jennifer Brown at jenbrowndvm@gmail.com

Submissions must adhere to the formatting requirements outlined below. Those which have particularly poor grammatical construction will be rejected. Submissions describing previously published material will not be considered. The official language of the meetings is English.

At least one author must be registered for the conference and available to present at their assigned time. Each prospective presenter may submit a maximum of three abstracts for consideration. An impartial panel of qualified reviewers will blindly evaluate the content of the abstracts and cases, and all identifying information will be removed prior to distribution of submissions to reviewers. Abstracts and cases will be scored as follows, using a 50-point system:

- Original Research Abstracts: Title (5 pts.), Introduction (5 pts.), Hypothesis and Objectives (10 pts.), Materials and Methods (10 pts.), Results (10 pts.), and Discussion/Conclusions (10 pts.).

Evaluation is a two-step process. After scoring, submissions will be ranked and selected for podium presentation in order of scored superiority until all available podium positions are filled.

Chosen abstracts will be announced on or before March 31st, 2017. All decisions of the Continuing Education Committee regarding submissions are final. Please direct questions regarding submission to Jennifer Brown at jenbrowndvm@gmail.com.
Abstract submission instructions

Submit both short (250 words) and long form (800 words) abstracts. Page margins should be 1 inch. Use 11 point Times New Roman font and single spacing. Leave a single blank line between each section of the abstract and use 0.5 inch indents for each new paragraph within a section.

Please copy, paste, and complete the following above the title of the short abstract, at the top of the page:

I am submitting my abstract for consideration and presentation for the following meetings:

___ ACVSMR annual Educational Meeting, hosted in conjunction with the ACVS Surgical Summit.
  Friday October 26th, 2018. Phoenix, AZ
___ ACVSMR track at the World Rehabilitation Summit (IAVRPT)
  Tuesday July 31st, 2018. Knoxville, TN

Title should be bold, CAPITALIZED, and centered at the top of the page. Do not use abbreviations in the title. Beginning on a new line, list the authors with first initials followed by the last name of each author in standard uppercase and lowercase format (e.g., B. Appleton). Underline the presenting author’s name. Degrees may be listed after names, but do not list titles or institutional appointments. Using a new line list the college, university, or practice name as well as city, state or province and country of each author. Use superscript numbers to correlate each individual author’s affiliation with corresponding superscripts provided in the author line. The submitting author must also be the presenting author. List all co-authors, provide complete information for each: First and Last Names, Company (practice name), City and State.

Construct the body of the abstract using appropriate subheadings (bold) as described for each of the long and short versions as outlined below. Only standard abbreviations may be used without definition. Other abbreviations should be defined by placing them in parentheses after the first use of the full words. Use numerals for numbers except at the beginning of a sentence.

Submissions should be saved in a Microsoft Word document, PC compatible. The first portion of file name should be your last name and the year (e.g Tomlinson2018.doc).

Long abstract

The title should be brief and accurately reflect the content of the abstract.

The long abstract is divided into five sections and should not exceed 800 words excluding references. Each section needs to be filled out as follows:

Rationale for performing the study: Brief background on general topic and previous work. Should concisely convey the need, significance/impact of the work presented in the abstract.

Hypothesis/Objective: Clearly state the objective of the study and the hypothesis (if applicable).
**Methods**: Briefly describe the methodology of research or technique used in this study. Methods should appropriately answer the hypothesis or problem. Methods used for data analysis, if applicable, should also be included.

**Results**: Briefly describe the key results of the study.

**Discussion**: Include a brief interpretation of the results. This should include limitations of the study and scientific or clinical relevance

One figure (table, chart) may be submitted in addition to the written abstract.

**Short Abstract**

A short version 250 words or less is needed for proceedings publication (this complies with scientific journal submission rules on prior publication and copyright). Subheadings are not included in the short abstract however a concluding statement must be made.

All abstracts should include a statement of compliance with the NIH guidelines for Humane Care and Use of Animals [https://grants.nih.gov/grants/olaw/GuideBook.pdf](https://grants.nih.gov/grants/olaw/GuideBook.pdf)