



INSTRUCTIONS FOR SUBMITTING AN ABSTRACT FOR ESPR MEETING

The ESPR Program Committee is committed to presenting the broadest possible range of high-quality work at the ESPR Meeting. All submitters should go to the [ESPR Abstract Submission Site](#), create a new account or use your existing account (account login set up for PAS will work for ESPR too) and follow all instructions to submit your abstract.

Historically, abstracts accepted for presentation are hypothesis-driven new work. Abstracts rarely accepted for presentation include open-label drug trials, single case reports, highly speculative accounts of clinical experience, and op-ed accounts of personal experience. Interim results from an ongoing clinical trial will not be accepted for presentation unless the study has been prematurely closed for efficacy, lack of efficacy, or issues of safety. The submission of multiple, similar abstracts from the same investigator(s) or laboratory are strongly discouraged.

TABLE OF CONTENTS:

1. Abstract Selection Process
2. Award Consideration and Selection
3. Publication of Abstracts
4. General Submission Policies
5. Abstract Submission Fee(s)
6. Notification of Receipt and Acceptance

1. ABSTRACT SELECTION PROCESS

Abstracts of superior quality will be selected for presentation and will be graded based on quality of scientific merit/importance, research, design, data analysis and presentation. The submission of abstracts without data due to incomplete investigations or analyses will be evaluated only on the basis of the information provided.

2. AWARD CONSIDERATION AND SELECTION

ESPR seeks nominations for awards through the abstract submission process. Information regarding the awards, their eligibility criteria, and the award process can be found on the [Awards](#) page. Only abstracts accepted for presentation are considered for awards.

Procedures

Application for an award involves completing all of the following electronically by the submission deadline:

1. Submitting an abstract electronically
2. Clicking the appropriate button in the "Awards " part of the submission program
3. Completing the Award Application Form online for the respective award, and
4. Uploading the required supplemental materials (as indicated in the award information and on the Application Form).

While you are welcome to apply for more than one award, an online Award Application Form is required for EACH award for which you have indicated an interest (by clicking the button on the "Step 3: Properties" page in the abstract submission site).

ESPR Trainee Travel Award

Travel awards will be available for first-author presenters who are currently in training. Awards will be made based on the scientific merits of the abstracts and the availability of sufficient funds. These awards provide hotel accommodations at double-occupancy for eligible first-authors-in-training and make it possible for those individuals to attend the meeting without undue financial burden on their respective institutions. Please note that the award pays for one half the hotel room at double occupancy.

Candidates must fulfill the following conditions:

- Check the appropriate box in the ESPR abstract submission program and complete the online application form
- First authorship (presenting author) on an abstract submitted to the Eastern SPR Scientific Meeting
- The awardee must present the study at the Eastern SPR Annual Meeting
- Abstract and supplemental materials must be received by the ESPR abstract submission deadline

ESPR Presentation Formats

Presentation formats (platform or poster) are determined in February by the ESPR Program Committee. Platform sessions are two hours in length. Presentations are 15-minutes (10 minute/presentation; 5 minute/discussion).

Poster sessions are two-three hours in length and consist of a general viewing and author attendance period. Detailed instructions for the preparation of slides and posters as well as scheduling notices will be provided to the contact author with the presentation notification in February. Platform and poster guidelines will be available on the

official [ESPR Meeting website](#). The complete schedule of all abstract presentations will be finalized by early February.

3. PUBLICATION OF ABSTRACTS

ALL abstracts, if accepted for presentation, will be viewable online.

4. GENERAL SUBMISSION POLICIES

- Character count is 2,600.
- Able to submit to multiple societies as long as abstract is not published.
- A submission fee is required for each abstract submitted. Submission fees are:
 - \$55 per abstract and \$35 per clinical case submission.
 - Sponsorship is NOT required to submit an abstract for the ESPR Meeting.
 - There is no limit on the number of abstracts submitted by each author, but the submission of multiple, similar abstracts from the same investigator(s) or laboratory is strongly discouraged.
- Abstracts submitted or presented to other societies or national meetings can be submitted for consideration.
- Research published in manuscript form prior to the submission of the abstract is not appropriate and should not be submitted. If data contained in the abstract is published after submission of the abstract, the ESPR Program Office must be notified regardless of timing as soon as publication is recognized. At that time a member of the program committee will make a determination concerning presentation. Abstracts should not be submitted if there is knowledge and confirmation of an upcoming publication prior to the annual meeting or submission deadline.
- Conflict of Interest/ Disclosure: Work submitted for presentation must include an acknowledgment of funding sources of commercial nature and/or consulting or holding of significant equity in a company that could be affected by the results of the study. Even if indicated elsewhere in the abstract, this must appear as the last sentence of the abstract and read "funded by..." and/or "equity in..." if pertinent.
- Any animal studies must conform with the "Guiding Principles in the Care and Use of Animals" of the American Physiological Society and any human experimentation has been conducted according to a protocol approved by the institutional committee on ethics of human investigation. And, if no such committee exists, that it conforms with the principles of the Declaration of Helsinki of the World Medical Association (Clinical Research 14: 193, 1966).
- The submitting author verifies upon submission that All Authors have agreed to the submission of the abstract.

- If the abstract is selected, the presentation must include the methods used for study and any other information relevant to research.
- Reviewer scores and comments are confidential and are not available to anyone (including authors) outside of the review process.
- The decision of the Program Committee to accept or decline an abstract is final. The decision on which format the abstract will be presented is also the decision of the Program Committee.

5. ABSTRACT AND CLINICAL CASE SUBMISSION FEES

The submission fee of \$55 for abstracts and \$35 for clinical cases must be made directly online by credit card.

6. NOTIFICATION OF RECEIPT AND ACCEPTANCE

Notification of receipt will be automatically emailed to the contact author upon submission of the abstract.

Notification of abstract acceptance status will be emailed to the contact author listed on the abstract in February. Note that the security firewall at some institutions may block communications from ESPR. You can log into your ESPR abstract account at any point to check for emails and invitations to present.

If you have questions, please contact the ESPR Program Office at **346.980.9741** or email info@EasternSPR.org for additional assistance.