



HOW TO SUBMIT YOUR ABSTRACT (CONTINUED)

2. PRESENTATION OPTION

Author(s) must decide who will present the abstract if selected for inclusion in the Research Forum.

- If the presentation involves commercial products it must be objective and rely on scientific methods.
- Presentations must be free of commercial bias for or against any product.
- Generic names should be used whenever possible. The intent is to avoid abstracts submitted for promotional purposes.
- Any human subjects/animal research presented must have been approved by the appropriate agencies and have been in accordance with applicable ethical standards.

3. ADDITIONAL SUBMISSION INSTRUCTIONS

Every effort will be made to publish the abstract exactly as submitted. Although abstracts will be typeset for print and electronic distribution, they will not be edited or corrected by the ACEP Staff except as needed to conform to publication style. Please ensure that your submission adheres to the following guidelines:

- The combined length of the abstract body, title, and table may not exceed 3000 characters, not including spaces.
- Titles should be indicative of the content of the abstract. The title should be brief and must be entered in title case (first letter of every word capitalized).
- Compounds should be mentioned with the generic name in lower case. Commercial names are admitted in the text, with an (R) and if in brackets following the generic name, i.e. "generic (Commercial (R))."
- Abbreviations may not be used in the title. If used in the text of abstracts, spell out the term in full for the first mention and follow with the abbreviation in parentheses.
- Check your abstract carefully for errors before submitting.
- The abstract submission deadline is May 21, 2021 at 4:00 pm CT.
- Except in rare cases, no more than ten (10) authors may be submitted and listed with each abstract.
- Author(s) are strongly encouraged to save an electronic or printed copy of their abstract for their records before submitting.
- Avoid use of the first person in descriptions of the authors' previous work.
- Notifications (via email) will be sent to the primary author/applicant listed on the submission. Check spam folders for notifications.

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Do not include any of the following identifying information in the body or title of the abstract text:

- Name(s) of author(s)
- Names(s) of institution(s)

DECISION NOTIFICATION

Primary authors will receive notification of the status of their abstract via email.

If accepted, abstracts must be presented at the annual meeting. **The presenting author must register for the meeting, prepare and present during their assigned session time.** Failure to do so, without adequate notification and justification, may prevent the authors from submitting abstracts to future meetings.

Accepted abstracts may also require that author(s) complete an additional Conflict of Interest (COI) form for CME purposes. ACEP staff will notify.

Accepted abstracts will fall into the following categories:

- **Virtual Poster Hall**

The Virtual Poster Hall features on-demand, pre-recorded abstract presentations that give authors the opportunity to present their original work. Virtual Poster Hall presenters will pre-record 8-minute oral presentations which will be available to all conference participants for asynchronous viewing. There are no physical abstract presentation times or locations scheduled during the meeting as everything will be available on-demand. No posters needed.

- **Abstract Oral Presentation Session**

Abstract Oral Presentation Sessions will be scheduled as live events for the in-person meeting. Between five and seven abstracts are selected for a single session, organized by topic (ex. Toxicology, Infectious Diseases, etc.). Each presenter has up to 6-minutes to give an oral presentation of their work. The sessions are moderated with time at the end for questions from the audience to actively involve and engage participants in discussion. No posters needed.

- **Plenaries**

The highest ranked abstracts are selected as an oral presentation in one of three Plenary Sessions. Five abstracts are typically selected for inclusion in the plenary sessions and presenters have up to 8 minutes to present their work. The sessions are moderated with time at the end for questions from the audience to actively involve and engage participants in discussion. No posters needed.

- **Brooks F. Bock Lecture**

Up to three of the top scoring abstracts will be chosen for inclusion in this session. Presenters must agree to the following requirements: Presentations must be submitted by the deadline outlined in the acceptance notice and presenters must be a faculty member at the time of presentation. To be considered for this session, you must indicate your interest in the “Affirmations” tab on your abstract submission. No posters needed.

- **EMF and Awards Showcase**

High scoring abstract submissions from EMF grantees are included in this unique session. This session also includes presentations from ACEP’s National Outstanding Contribution in Research Award Winner and other featured presentations. To be considered for this session you must be an EMF grantee presenting your funded research. No posters needed.

General Presentation Instructions

- Use ACEP slide deck provided. 8 slides maximum (not including title or references slide).
- No posters necessary.
- You may incorporate video clips, animations, audio and more.
- Example presentation:
 - Title slide with authors and disclosures
 - Background and Hypothesis
 - Methods
 - Results
 - Conclusion

Limit your background or introduction to 2-3 sentences since most attendees will be broadly familiar with your topic. Focus on the science and results of your study.

Time is limited, extensive background reviews take away from the time you have to present your work.



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Home page

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ACEP RESEARCH FORUM

Welcome to the ACEP Research Forum Abstract Submission Site.

The deadline for submission is **May 21, 2021, 4:00 pm CST**.

The ACEP21 Research Forum will take place **October 25 - 28, 2021**.

For more information, visit: <https://www.acep.org/ra/travel/boston/>

Questions? Email researchforum@acep.org

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Note: You have already started an Application that is not yet complete.

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Credentials