

Rules and Guidelines for Abstract Submission

Submission deadline: October 11, 2017 11:59 PM Central Daylight Time

To ensure that your abstract receives proper scientific consideration, be sure to submit to the appropriate category.

Abstract Submissions:

- Review tips for abstract submission.
- Submit all abstracts in English.
- Authors should not "split" data to create several abstracts from one. If splitting is judged to have occurred, priority scores of related abstracts will be reduced.
- Abstracts containing identical or nearly identical data submitted from the same institution and/or individuals will be disqualified.
- Proofread abstracts carefully to avoid errors before submission. **The abstract will be reviewed exactly as submitted.**
- An abstract must have a short, specific title (containing no abbreviations) that indicates the nature of the investigation.
- Describe briefly the objectives of the study unless they are contained in the title. Include a brief statement of methods if pertinent. State findings in detail sufficient to support conclusions. Abstracts should not describe research in which the chemical identity or source of the reagent is proprietary or cannot be revealed.
- Use generic drug names.
- Do not begin sentences with numerals.
- Standard abbreviations may be used without definition. Nonstandard abbreviations (kept to a minimum) must be placed in parentheses after the first use of the word or phrase abbreviated.
- Do not include references, credits or grant support.
- Do not include the names or personal information of any patient participating in the study or trial.
- Abstracts are limited to **2,500 characters (or about 400 words)**. This includes the text plus any graphic/table, but not the title or authors. Addition of a table or a graphic deducts 750 characters. Spaces do not count as characters.

Acceptance

- Submitters will be notified of acceptance/non-acceptance status via e-mail by early December 2017.
- Abstracts are reviewed in blinded fashion and selected on the basis of scientific merit. The conference Program Committees will determine whether the abstract is to be presented orally or by poster.
- Request oral, poster or moderated poster presentation on the Presentation Preference tab of the Submitter Site. The selection of one of these options will neither prejudice acceptance nor guarantee an oral or poster presentation because abstracts will be arranged to fit into a thematic group for presentation. Although every effort will be made to accommodate your presentation request, there is no guarantee that you will present in the mode of your preference.

- Expenses associated with the submission and presentation of an abstract are the responsibility of the presenter.
- Presenting/submitting authors must register and pay associated fees for attendance at the conference.
- Abstracts selected will be published in an online version of *Circulation*.
- Accepted abstracts will not have been published (manuscript or abstract) prior to **the date and time of presentation** or presented at any national or international meeting prior to **March 20, 2018**. Abstracts are embargoed for release at date and time of presentation or time of AHA news event. Information may not be released before then. **Failure to honor embargo policies will result in the abstract being withdrawn and barred from presentation.**
- Submission of an abstract constitutes a commitment by the authors to present if accepted. Failure to present, if not justified, will jeopardize future acceptance of abstracts.
- Recording Policy:
 - Unauthorized recording of AHA Scientific Sessions, scientific conferences and the ASA International Stroke Conference is prohibited, whether by video, still or digital photography, audio or any other recording or reproduction mechanism. This includes recording of presentations and supporting audiovisual materials and of poster presentations and supporting poster materials.
 - The American Heart Association and American Stroke Association reserve the rights to all recordings or reproductions of presentations at AHA/ASA scientific conferences and meetings.

Abstract Withdrawal

There is no guarantee that your abstract will not be published in the final program and the Journal unless request for **withdrawal** is received in writing by **5:00 PM CDT January 4, 2018**.

Abstract Revisions

- Proofread abstracts carefully to avoid errors before submission. No proof pages will be sent to authors.
- **Abstracts may not be revised after 11:59 PM CDT, October 11, 2017.**

Presentation

- All presentations and question-and-answer sessions will be conducted in English. Presenters may request assistance from the moderator who will repeat or rephrase questions from the audience or may ask a colleague in the audience to assist with translation.
- References to work previously published by other authors must include citations at the bottom of the appropriate slides.
- Unauthorized recording of the conference is prohibited, whether by video, still or digital photography, audio or any other recording or reproduction mechanism. This includes recording of presentations and supporting a/v materials and of poster presentations and supporting poster materials.
- All oral presentations must be in electronic format. **Electronic presentations must be submitted 12 business hours in advance of the session start time.** Instructions will be provided upon acceptance.
- No 35 mm slides will be presented at the conference.