



ASSR Abstract Preparation Guidelines / Requirements

ASSR 2015 Annual Symposium

Caesars Palace

Las Vegas, Nevada

February 5th-8th, 2015

Abstract Submission Deadline – December 8, 2014

Presentation Categories:

Scientific Paper (oral presentation) Presentation of original research either related to diagnostic or interventional spine techniques.

Louis A Gilula, MD Mentored Scientific Paper (oral presentation) - Presentation of original spine related research performed by fellows, residents, junior faculty (less than 5 years post-fellowship), or medical students mentored by an ASSR Active member. *Registration fees for presenting first authors will be waived.*

Electronic Exhibit - will be shown throughout the meeting, and should present original research, provide an educational review of a classic or controversial topic related to spine imaging/intervention or to illustrate key learning points of a pathological process, or an image-guided interventional spine procedure.

Excerpta Extraordinaire - should teach a lesson, illustrate a problem in diagnosis, describe a novel procedure, or present an unusual case. Excerpta authors will be encouraged to submit their material to the ASSR website Case of the Month (<http://theassr.org/resourcelibrary/cotm/>). *The best Excerpta posted to the Case of the Month will be eligible to receive an annual award from the ASSR.*

The presenting first authors of the top three Mentor Papers will receive a cash award. In addition, a cash award will be given to the best overall non-mentor Diagnostic and Interventional Scientific Paper or Exhibit selected by the awards committee.

All selected abstracts for Scientific Papers, Mentor Papers, Electronic Scientific Exhibits, and Excerpta Extraordinaire will be included in the ASSR 2015 Annual Symposium Syllabus if submitted in time to meet printing deadlines. All selected Scientific Papers, Mentor Papers, and Excerpta Extraordinaire must be presented using Microsoft PowerPoint for Windows.

Exceptional contributions in all categories will be encouraged to convert their presentations to complete manuscripts for submission to the Spine section of NeuroGraphics.

Abstract Formats:

SCIENTIFIC PAPER - Abstracts must be formatted in the following manner:

- *Purpose*: State the reasons for conducting the research.
- *Methods and Materials*: Outline the methods of investigation that were employed.
- *Results*: Present a synopsis of your findings.
- *Conclusions*: Summarize the most pertinent conclusions drawn from your results.

ELECTRONIC EXHIBIT - For original research, please utilize scientific paper format. For illustrative learning, a brief description of the objectives followed by a listing of learning points is sufficient.

- *Introduction*: Introduce the topic that you are about to present and rationale.
- *Summary*: Summarize the presentation content and general concepts.
- *Learning Objectives*: Provide three or four discrete take home points to be learned from your exhibit.

EXCERPTA EXTRORDINAIRE - A description of a unique case and lesson to be learned.

- *Introduction*: Introduce the topic that you are about to present and rationale.
- *Clinical vignette*: Summarize the case, clinical presentation, imaging findings and treatment (when applicable).
- *Summary*: Summarize the main teaching point to be learned from this case.

Abstract Preparation Guidelines:

- All abstracts must be submitted online no later than **December 8th, 2014** via the abstract submission site at: <http://www.TheASSR.org>.
- Specify type of submission: *Scientific Paper, Mentor Paper, Electronic Exhibit, or Excerpta Extraordinaire*.
- Choose either *General Spine* or *Interventional Spine* for your category.
- Indicate if you wish to be considered for the *Mentor Award* and you meet the criteria for the Award (fellows, residents, faculty less than 5 years post-fellowship, or medical students.) **An ASSR Active Member must serve as Mentor, and must email a letter of support to: Ken Cammarata, Business Manager, at kcammarata@asnr.org.**
- Do not include names, titles, degrees, addresses, zip codes, or grant support in the abstract space.
- The submission system will not accept your abstract without all key fields in the author information section, membership status and abstract fields filled out. Also **the financial disclosures form must be filled out for every author**. There is a

handy checklist that will let you know when your abstract is complete. Also, specify whether the submission has been previously published or presented. If so, specify when, and where.

- Bring your presentation to the ASSR 2015 Annual Symposium in PowerPoint format on CD or USB Drive. A few images (under 500 kb) can be uploaded with your abstract if deemed necessary. Your electronic presentation must be given to the audiovisual staff the day prior to your presentation.