

## 2022 Call for Late-Breaking Abstracts

New for 2022, the Diabetes Canada and the Canadian Society of Endocrinology and Metabolism (CSEM) Program Committee will be accepting a limited number of late-breaking abstract submissions. The purpose is to allow work and/or updates that are novel, ground-breaking, of high significance, evidence-based, and with scientific merit which were not available at the time of the regular abstract submission deadline (June 13, 2022). The late-breaking abstract deadline is not intended to be a second deadline for abstract submissions.

Note: CSEM will only accept late-breaking abstracts for poster presentations.

The Diabetes Canada/CSEM Professional Conference will be held in person in Calgary, Alberta with some virtual components from November 9-12, 2022. If you are accepted for either oral or poster presentation, you are expected to travel to the conference.

The 2022 guidelines contain the following sections:

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### Submission Fees

For the 2022 late-breaking abstract submissions, an administrative fee of **\$75** will be charged for each submission. All abstracts must be submitted by 12:00 p.m. EDT on October 3, 2022.

The submission fees are non-refundable. Payment must be made by credit card. Major credit cards (American Express®, Visa® and MasterCard®) will be accepted for the secured online payment. **The abstract will not be considered if the fee has not been paid by the submission deadline.**

Please note, the late-breaking abstract submission fee does **NOT** include registration for the conference. Registration must be done separately.

Expenses associated with the submission and presentation of the late-breaking abstract are not the responsibility of the Diabetes Canada/CSEM Professional Conference.

Please note, only completed abstracts will be accepted.

## Deadlines

- **LATE-BREAKING ABSTRACT SUBMISSION OPENS – AUGUST 15, 2022**
- **LATE-BREAKING ABSTRACT SUBMISSION CLOSES – OCTOBER 3, 2022 at 12:00 p.m. ET**

## Selection Criteria

This submission option is not intended for “late abstracts” in case you missed the regular submission deadline of June 13, 2022, but for your very latest high-impact research breakthrough after the initial submission deadline passed. Abstracts will be judged on originality of work, adequacy of data, and clarity of exposition. Please make abstracts as informative as possible, including a brief statement of the purpose of the study, methods, results, and conclusions based on the results. Actual data should be included in the abstract. Statements such as “results to be discussed” or “data will be presented” are not sufficient and will result in rejection of the abstract. Graphs and tables must be simple and easily interpreted. They also must be of high enough resolution for viewing on a computer screen and large monitor (i.e. eposter). Accepted oral presentations will be exclusively assigned to the “Late-Breaking Oral Abstracts” concurrent session on Friday, November 11, 2022 from 2:45 – 3:45 PM CT; however, CSEM will only accept late-breaking abstracts for poster presentations.

## Authorship Requirements

An author may submit a maximum of ONE late-breaking abstract. If accepted, the presenter **must** be an author and/or co-author listed on the abstract at the time of submission. The author listed first in the author block is referred to as the first author and does not have to serve as the presenting author. The corresponding author will receive notification of abstract status. Should the corresponding author prefer, a different email address may be submitted for abstract correspondence and notification of abstract status.

An author can be the first, corresponding, and presenting author. Please check off all that apply during abstract submission.

### Abstract Reviewing Streams

Abstracts will be reviewed from the following streams:

- **Diabetes Canada:** Diabetes related topics in:
  - Clinical Practice
  - Research (e.g. basic science, clinical, etc.)
  - Diabetes Education (e.g. pregnancy, education, health-care delivery, and case series etc.)
  
- **CSEM** (all endocrinology and metabolism topics, excluding diabetes mellitus)
  - completed clinical research projects
  - completed basic science/translational research projects
  - completed quality improvement projects or clinical series

### Abstract Review Categories

From the abstract categories listed below, please select a category under which you would like to have your abstract reviewed. The Diabetes Canada/CSEM Professional Conference Program Committee reserves the right to move an abstract that has been inappropriately categorized without notifying the author(s).

#### Review Categories

#### Choose which stream is more appropriate:

Diabetes Canada or CSEM

### Character Count and Writing Standards

Abstracts are limited to **250 words**, not including spaces. The abstract title, body, and tables count toward the word limit. Abstracts can have a maximum of two tables and/or images. Graphs and tables must be simple and easily interpreted. They also must be of high enough resolution for printing on a large poster format.

**Abstracts are published as submitted. Please proofread your work carefully to avoid errors.** All abstracts must be written in English with accurate grammar and spelling. Abstracts **WILL NOT** be edited by Diabetes Canada/CSEM Professional Conference staff. Typographical and grammatical errors will appear as submitted. Revisions or corrections to abstracts will not be permitted once abstracts are accepted.

**Abstracts must adhere to the following format:**

- The first letter of major words in the title should be capitalized.
- **Author(s) first name and last name should be listed in all caps.** Authors with multiple abstracts should list their names the same way on all abstracts.
- All abstracts must be submitted in both blinded and unblinded formats. For the blinded format, identifiers such as city, province or institution name should not be included within the title or body of the abstract. This ensures that both the reviewers and the authors are concealed to allow a fair review process.
- The use of standard abbreviations is required. Examples include kg, g, mg, mL, L, meq, m, mmol/L, and %. Abbreviated terms should be expanded at first mention with the abbreviation in parentheses. The abbreviation can then be used throughout the rest of the abstract. Use numerals to indicate numbers, except when beginning sentences.
- Language can have a profound impact on the lives of people with and at risk for diabetes. Inappropriate language has a negative impact on self-efficacy, well-being, and confidence which can seriously undermine experiences with health-care providers and, more broadly, can contribute to diabetes stigma. We encourage you to use language that is consistent with [Diabetes Canada's consensus statement](#). Specifically, we would like to draw your attention to [this table](#) presented in the statement. It outlines phrases and words to avoid using, as well as appropriate replacements to promote and help guide the use of inclusive, equitable, and value-based language in diabetes clinical practice, health-care, and research settings. We hope that greater attention to the language used when speaking of diabetes will contribute to enhancing public understanding of diabetes and its complications, decreasing the stigma, stereotypes, and prejudices associated with it.
- Following the [National Standard of Support for Accredited CPD Activities](#), it is required that any description of therapeutic options utilize generic names and not reflect exclusivity and branding.
- Special symbols may be included.
- The Diabetes Canada/CSEM Professional Conference Program Committee will not consider presentation preferences. An abstract marked as "Only" indicates that the authors do not want the abstract considered for any other type of presentation. If an abstract is marked as "Oral Only" and is not selected for an oral presentation, the

committee will not place it in a poster session. Marking an abstract as “Oral Only” will not guarantee its selection for the program.

- All author(s) must complete the conflict disclosure form included on the site.
- If the research presented in the abstract has been supported, in whole or in part, by a grant from Diabetes Canada, please indicate so by checking the appropriate box. Accepted abstracts with Diabetes Canada funding will be highlighted in the conference program. Responses provided to this question will not affect the acceptance of the abstract.
- Abstracts should be written and submitted by physicians, researchers, or health-care professionals. Research funded by industry that has been approved by a Research Ethics Board, and for which the principal investigator/principal author is not an employee of the funding company, will be accepted for review. Abstracts submitted by pharmaceutical companies with employees as principal investigators/principal authors WILL NOT be accepted.

If you have questions about completing the abstract form, please contact the Coordinator, Professional Conference at [jeneni.jude@diabetes.ca](mailto:jeneni.jude@diabetes.ca).

### Abstract Rejection Criteria

Abstract will be rejected if:

- Abstract did not conform to instructions.
- Abstract lacks data or includes inconsistent/ambiguous data.
- Abstract is not well-organized, information is dated, the importance of the topic is not clear, discussion of study results is vague, or conclusion is not supportable based on the data presented.
- Clinical research did not abide by the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans

**The final decision with respect to selection, programming, and/or publication of any abstract will be made by the Diabetes Canada/CSEM Professional Conference Program Committee.**

### Submission Methods

Upon successful submission using the online abstract submission website, the corresponding author (and additional email address if provided) will receive an acknowledgement of receipt. Please email Jeneni Jude at

[Jeneni.Jude@diabetes.ca](mailto:Jeneni.Jude@diabetes.ca) if you did not receive your email confirmation within 48 hours after submitting your abstract.

Changes to late-breaking abstracts can be made before the **October 3, 2022 deadline**. A link to your profile will be posted in your confirmation email.

### Abstract Status

The final decision with respect to selection, programming, and/or publication of any abstract will be made by the Diabetes Canada/CSEM Professional Conference Program Committee.

A letter of notification of the abstract status and appropriate accompanying materials will be sent by email to the presenting author in **mid-October 2022**.

- **Oral Presentation:** Oral presentations are 10 minutes in length for the Diabetes Canada stream. The conference will be a hybrid model for 2022, so those selected for an oral presentation will be asked to pre-record their presentations for the virtual platform and are also expected to travel to the conference to present in person. Presenters will receive guidelines and in person presentation details (date/time) and video upload instructions in their acceptance letter.
- **Poster Presentation:** Posters will be displayed for the duration of the conference both in person and virtual poster areas. Presenting authors will be expected to be in person at the conference. Those selected for a poster presentation will receive guidelines and poster area details in their acceptance letter. A PDF of the poster and a video summary of the findings must be uploaded to Cadmium prior to the conference. The presenting author will be asked to login periodically throughout the conference to answer questions from virtual delegates that will appear in a chat box that is connected to the respective posters.