

ASMMIRT 2016

rise and shine

22-24 April Brisbane



Abstract Terms and Conditions

Please read this information carefully before submitting an abstract. By submitting an abstract you have agreed to the terms and conditions as set out below.

Presentation types

Authors will be required to indicate their preferred presentation format when submitting an abstract. They are required to select **Oral** or **ePoster**.

ASMMIRT 2016 will have two oral presentation formats:

- Proffered oral presentation - 12 minute duration (plus time for question(s))
- “Say it in 7” oral presentation (new!) - 7 minutes duration (no question time)

After the abstract review process is completed, authors of successful oral submissions will be offered one of the two presentation formats, as determined by the scientific program committee.

Longer presentation formats are also available and may be negotiated directly with the scientific program committee. Decisions will be dependent on relevance to the conference and session and time availability.

ePoster submissions are also welcome and will be presented electronically in 2016.

If your abstract is accepted as an ePoster, you may be requested to be available for discussion during the corresponding moderated ePoster viewing session. In addition we will be offering to have ePoster presentations displayed during the conference at the venue.

Allocation for ePosters, 12 minute oral presentations and “Say it in 7” presentations will be based on either selection of this form of abstract submission or via recommendation from the abstract reviewing panel. Once abstract submissions have been accepted to the conference as an ePoster, we will contact you with the specifications and template to prepare your ePoster submission via a PowerPoint file which we will issue. To learn more about ePoster preparation and submission, please click [here](#).

For Scientific Abstracts:

The abstract must be structured into the following sections: Objectives, Methods, Results, Conclusion, References (if applicable).

For Non-Scientific Abstracts:

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It is not necessary to provide Objectives, Methods, Results and Conclusions – please submit the entire abstract.

General

- You grant the AIR non-exclusive rights to publish, reproduce, distribute and store the abstract.
- The author is responsible for the accuracy of the abstract.
- If the author(s) have any commercial interests or associations that might pose a conflict of interest regarding this submission, they must be declared at the end of your abstract submission.
- If accepted, for presentation, the commercial interest or association must be declared on the title slide or the slide immediately following the title slide.
- Trade names cannot be mentioned in the title. However, trade names in brackets will be accepted in the body of the text.
- Authors may submit more than one paper.
- Abstracts should use the [Vancouver style of referencing as used by JMRS](#).
- Ethics approval is the responsibility of the author.

Abstract Format

- Abstracts must be uploaded into the text box through the presentation portal in the abstract submission system. Please note there is a special characters keyboard available for your abstract and references.
- The total length of the abstract should be between 100-250 words
- Speaker bios should be entered and are limited to 60 words. 1 PDF graph, table, figure or supporting image can be attached to abstract submission.
- Abbreviations should be defined.
- Inclusion of references is at discretion of the submitter. These references are not included in the 250 word count and must be directly referred to in the abstract. Please ensure that your abstract does not contain spelling, grammatical or scientific errors.
- No corrections are possible after your abstract has been submitted for review, unless requested by the reviewer/s. You can save your submission as a draft until you are happy to submit it.
- The abstract will be reproduced exactly as submitted. No proofreading will be done.



After the Submission

The reviewers will judge the abstracts according to the relevance to the conference, standard of English, objectivity of statements, description of what was done, suitability of methods to aims, conclusions confirmed by objective results, ethics, scientific value, potential clinical value, originality of work and overall impression.

The submitting authors will be notified in December 2015, at the email address provided during submission, whether their abstract has been accepted, and the form of their presentation. Specific dates and times of presentation will be provided ASAP, once the program is completed.

If you need to withdraw your abstract, a written statement reflecting the reasons for this decision must be sent to: conferences@air.asn.au.

Review and Selection

Abstracts will be blind peer-reviewed by a panel of experts selected by the Scientific Program Committee.

Selection will be based upon the abstract review scoring criteria. The decisions of the review process are final and cannot be disputed.

Speaker Registration

Submissions are accepted on the basis that at least one presenter must pay to register by 5 February 2016. Failure to do so will result in exclusion from the final program. Co-presenters are permitted on the basis that they have registered for the day of their presentation. Where there are multiple presenters, it is important that the presentation time is strictly adhered to, so enough time is available for questions.

Publication Policy

All abstracts accepted for presentation (oral or ePoster) will be published in the official abstract book of the conference. It is envisaged that this will be through a JMRS abstract supplement, and will be available through the conference app.

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Conference App

By submitting an abstract presenters give permission for their name, bio and image (if uploaded) to be available through the conference app, and in delegate lists.

Plagiarism

The AIR regards plagiarism as serious professional misconduct. If plagiarism is identified, the abstract and any other abstracts submitted by the same author will be rejected.