

Abstract Submission Guidelines

Submission Deadline: Monday, June 10, 2019 at 11:59 Eastern Time

The **AATS International Thoracic Surgical Oncology Summit** abstract submission is an opportunity to present research and scholarly activity in topical areas of thoracic surgical oncology during the meeting taking place September 27-28, 2019 in New York City. Abstracts will be accepted as both Podium and Poster Presentations.

RULES FOR SUBMITTING ABSTRACTS

1. All submissions **MUST** include an abstract with a **maximum of 350 words**. You may use ONE (1) image **OR** ONE (1) table within your abstract which will **NOT** be included in the word count.
2. During the submission process, you will be prompted to select from one of the following categories. Please select the category which best defines the field your abstract represents:
 - Lung cancer
 - Sublobar resections
 - Minimally-invasive surgery
 - Clinical trials
 - Other
 - Esophageal cancer
 - Endoscopic approaches for diagnosis and treatment
 - Perioperative and long-term outcomes
 - Clinical trials
 - Other
 - Mesothelioma and thymic malignancies
 - Clinical trials
 - Other
 - Pulmonary metastatectomy
 - Oligometastatic disease
 - Alternative approaches and new technology
 - Peri-operative care and enhanced recovery
 - Translational oncology (tumor genomics, immuno-oncology, biomarkers, other)
 - Comparative effectiveness and outcomes research
3. All abstracts must be structured using the following section headings or they will not be accepted. The labels must be submitted in bold font:
 - **TITLE** – Should be short and concise, containing no abbreviations, and indicating the nature of the work. Capitalize the first letter of each word in the title.
 - **OBJECTIVE(S)** - Defined as the hypothesis or the purpose of the study.
 - **METHODS** - Defined as the study design.
 - **RESULTS** - Includes the outcome of the study and statistical significance if appropriate.
 - **CONCLUSIONS** - State conclusions drawn from THIS study and their significance.

PLEASE NOTE: DO NOT INCLUDE REFERENCES

****IMPORTANT REMINDER****

In order to comply with the Standards of Commercial Support of the Accreditation Council for Continuing Medical Education (ACCME) which accredits the AATS and to maintain anonymity, the following must be adhered to:

Names of individuals, institutions, professional societies and organizations, and products cannot be included in the abstract title nor in the body of the abstract. Names of research databases may be included in the body of the abstract.

Please use generic, not commercial, names for all therapeutic agents.

Abstracts may be disqualified if the above is not met.

4. Proofread thoroughly before submitting. Should your abstract be accepted for presentation, it will be published as submitted and will not be further edited or proofread.
5. In order to comply with the ACCME's Updated Standards for Commercial Support, The American Association for Thoracic Surgery, as the accredited CME provider of this activity, has implemented a new disclosure process to ensure that anyone who is in a position to control the content of the education activity has disclosed to us all relevant financial relationships with any commercial interest **as it pertains to the content of the presentation**. The goal of this process is not to exclude people who have conflicts, but to manage these conflicts while benefiting from your expertise. When you complete each author page, you will be asked to fill in a Disclosure Form. You will find instructions on filling in this form when you reach this step of the process.

RULES FOR SUBMISSION OF VIDEOS

1. If submitting a video, you **MUST** submit an abstract via the abstract submission site. All submissions must include an abstract with a **maximum of 350 words**.
2. Videos may not exceed **6 minutes** in length.
3. Sound is not required. If video is narrated, it must be in English. **Live narration is mandatory for all accepted videos.**
4. Videos may focus on novel procedures, interesting technique, difficult problems, interesting cases, etc. Videos should highlight conceptual approach and surgical technique.
5. Videos may be supplemented with several incorporated slides summarizing indications, results, and follow-up.
6. The maximum file size for a video is 115MB.

Manuscript Submission to the JTCVS

We encourage all oral and poster presenters to submit a manuscript based on their presentation to the *Journal of Thoracic and Cardiovascular Surgery* (JTCVS) preferably before **Thursday, September 26, 2019** and no later than **Monday, November 4, 2019**.

PLEASE NOTE - Accepted oral and poster submissions will be given an accelerated review by the JTCVS Editorial Board. Poster presenters are encouraged to submit their papers. Please refer to the Journal Information for Authors at www.jtcvsonline.org or www.editorialmanager.com/jtcvs for submission guidelines and requirements. Presenters should be sure to use the Summit 2019 article type, and follow submission directions for Original Manuscripts or Expert Opinion.

FREQUENTLY ASKED QUESTIONS

1. What should I do if my e-mail address changes?

Edit your AATS.org profile. If you change your e-mail address and password, all abstracts that you have created will be updated to reflect the newly updated email address and/or password.

2. I began my abstract, but when I returned to the site, the information was missing.

You must select the "Continue" button at the bottom of each form/page. When using any Internet-based application, you must update the data that you enter before leaving the application in order to save it. Selecting the "Continue" button will automatically move you to the next step in the submission process.

3. Without actually counting each word, how can I be certain that I haven't entered more than the maximum number of words for my abstract submission?

The number of words and characters that you used will be displayed on the title and body page, as well as on the "Review my work" page. If you exceeded the word count, the information will appear in RED Text. Your abstract may contain up to 350 words, the maximum number of words allowed by AATS for this abstract submission.

4. What exactly does the abstract counter count?

The abstract counter counts any word and character entered into Abstract Body, Image, and Table. The word count does not include spaces. You may use one image **OR** one table within your abstract which will **NOT** deduct from the word count.

5. I want to include an image or table in my abstract. How do I indicate where the table should be placed?

The image or table will be placed at the bottom left below the abstract text.

6. May I copy and paste my abstract text from a word processor into the Web submission system?

Yes, you may cut/copy and paste your abstract text into the text box on the abstract body page of the abstract submission site. **Mac users please note:** When you cut and paste your abstract while using a Mac system, additional characters may appear at the beginning and end of your abstract following pasting. Additional characters may also be displayed within your abstract body when you cut and paste to any point within your abstract. Please be sure to proofread your abstract carefully immediately after you cut and paste. Delete any extra characters that were added as a result of cutting and pasting. Please also make sure that any

special symbols in your abstract appear correctly following pasting. If any appear incorrectly, click on the "List Special Symbols" link and select the symbol you would like to place in your abstract body. NOTE: The required abstract text section headings must be included in the document you upload.

7. On a printout of my abstract, my title is repeated.

You have entered your title in the title field and also at the beginning of your abstract. You need to revise your abstract body text and remove the title from the abstract body. Please proof your abstract carefully before you submit. The content you submit will be FINAL. Corrections, updates or additions will not be permitted after submission.

8. What is the deadline for abstract submissions?

Abstracts must be submitted online at www.aats.org/thoracicsummit by **Monday, June 10, 2019**. Late or incomplete abstracts will not be considered.

9. Can I make revisions to a submitted abstract prior to Monday, June 10, 2019?

Yes. You may return to the abstract submission site and edit your abstract any time before the submission deadline. After **Monday, June 10, 2019**, all abstract submissions are considered final.

10. I cannot find an answer to my question in this list.

Contact: Technical Support

Phone: (217) 398-1792 E-mail: support@abstractsonline.com

Business Hours: 9:00 AM - 5:00 PM Central Time, Monday - Friday

Contact Information

For further information on submitting an abstract for consideration to the **AATS International Thoracic Surgical Oncology Summit**, please visit www.aats.org/thoracicsummit or contact:

American Association for Thoracic Surgery

800 Cummings Center, Suite 350-V

Beverly, MA, USA 01915

Telephone: +1 (978) 252-2200

Fax: + 1 (978) 522-8469

E-mail: meetings@aats.