Abstract Submission Guidelines
Submission Deadline: Monday, May 20, 2019 at 11:59 p.m. Eastern Time

The AATS Mechanical Support for the Heart and Lung Symposium - New Devices and Techniques Scientific Poster Competition is an opportunity to present current, ongoing or completed research and scholarly activity in topical areas of cardiothoracic surgery. It is an exciting forum to present significant and innovative research, identify collaborators and get feedback on your work. The Symposium will take place September 20-21, 2019 at the Marriott Marquis Houston in Houston, Texas. The Scientific Poster Competition will be held during the Welcome Reception on Friday, September 20th from 6:30 p.m. to 7:30 p.m. with all successful applicants in attendance. Committee Members will view and grade all posters and select a top poster winner in each category- Cardiac and Pulmonary. Winners will be announced Saturday morning at the start of the plenary session. **Submit your abstract for consideration.** Below are the rules for submission, as well as some tips to help facilitate your abstract submission process. Good luck!

**Rules for Submitting Abstracts**

- Abstracts and posters should contain information that is original work and has not been previously presented at a national or international meeting. PowerPoints are not accepted as part of abstract submissions for the AATS Mechanical Support for the Heart and Lung Symposium.
- All submissions MUST include an abstract with a maximum of 350 words. You may use one table or one image within your abstract which will not be included in the word count.
- During the submission process you will be prompted to select from the following categories: Cardiac or Pulmonary.
- All abstracts must be structured using the following section headings or they will not be considered. 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**

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.**

- 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.
- 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.
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.

- Authors should not split data to create several abstracts from one study, clinical trial or experiment. If splitting is judged to have occurred, priority scores of all related abstracts will suffer, and abstracts may be disqualified.
- The abstract should NOT use abbreviations which are not commonly accepted within the cardiothoracic surgical literature. Commonly accepted abbreviations within the cardiothoracic surgical literature will be accepted, i.e., CABG, FEV1, GERD, CPR. However, other medical acronyms, i.e., bronchiolitis obliterans syndrome (BOS) should be first spelled out.
- When percentages are used, the absolute numbers from which the fractions are derived must also be stated.

**Manuscript Submission to the JTCVS**

We encourage all 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** - 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 Mechanical Support for the Heart and Lung Symposium 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 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/mechanical by Monday, May 20, 2019. Late or incomplete abstracts will not be considered.

9. Can I make revisions to a submitted abstract prior to Monday, May 20, 2019?
   Yes. You may return to the abstract submission site and edit your abstract any time before the submission deadline. After Monday, May 20, 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 Mechanical Support for the Heart and Lung Symposium, please visit www.aats.org/mechanical 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.org

Abstract Acceptance/Rejection Notification
Presenting Authors will be notified by email of the Program Committee’s decision after June 17, 2019. It is the responsibility of the Presenting Author to notify all co-authors of the Program Committee’s decision.

Abstract Withdrawal
Requests for withdrawal of an abstract must be received in writing no later than June 3, 2019 and must state the reason for withdrawal.

Contact Information
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