

NEARC 2017 ABSTRACT SUBMISSION GUIDELINES

Please read all the instructions carefully before submitting your abstracts.

Contact Ms Kellie Conway at NEARC2017@umassmemorial.org if you have any questions.

Please note that studies or case reports that are being presented at upcoming meetings are still eligible to be submitted to this conference.

Important dates and deadlines

Abstract submission deadline: Monday, February 6th, 2017, 5pm

Notification emails sent to accepted abstracts by: Tuesday, February 21st, 2017, 5pm

Conference Date: Saturday, March 18th 2017, 8 AM – 3:30 PM

General Instructions

- Abstracts must be submitted by e-mail only to NEARC2017@umassmemorial.org
- Please title the subject of the email “Abstract Submission_Presenting Author Last Name”
- Please submit the final version of your abstract. It will be sent to the abstract evaluation panel and reproduced exactly as submitted.
- Abstracts to be submitted in the following 2 categories
 1. Medically Challenging Cases: Reports of an interesting case, or case series with educational value.
 2. Research Abstracts: Reports of original research approved by your institutional IRB.
- Deadline for Submission is Monday, February 6th, 2017, 5pm.
- The corresponding author of accepted abstracts will be contacted by email with instructions on the format of presentation (poster vs panel) by Tuesday, February 21st 2017, 5pm.
- Submission of an abstract constitutes a commitment by the author(s) to present the findings at NEARC 2017 conference.
- See attached Abstract Structure below for details.

ABSTRACT SUBMISSION STRUCTURE FOR MEDICALLY CHALLENGING CASES

Title (in Title Case, 100 character limit)

Author list (with **presenting author** information)

Learning Objectives (at least 1, and up to 3 to be entered)

Case Description (100 words or less; excludes Title and Author list)

Image/Table – Authors may upload **one** image/table to supplement their case as a separate file

ABSTRACT SUBMISSION STRUCTURE FOR RESEARCH ABSTARCTS

Title (in Title Case, 100 character limit)

Author list (with **presenting author** information)

Background and Objectives

Materials and Methods

Results

Conclusions

References

Abstract Limit: Limit your abstract to 3400 characters (excludes Title and Author list). Spaces do not count as characters. All tables must be submitted as an image. Each graphic or table counts as 320 characters.