

Abstract Submission Guidelines
Dallas Leipzig International Valve 2010
Submission deadline: October 1, 2010, 5 p.m. CDT

General Information

The Dallas-Leipzig International Valve 2010 is a forum for presentation of Valve Disease related research findings. The work covered by the abstract must not have been published (manuscript or abstract) before the date and time of presentation (Dec. 9-11, 2010).

After the October 1, 2010, 5 p.m. CDT deadline, abstracts may not be revised in any way or resubmitted. Proofread abstracts carefully to avoid errors before submission. If accepted, your abstract will be printed as submitted.

Abstract grading is blinded and abstracts are selected on the basis of scientific merit.

Abstract acceptance/non-acceptance status will be available in mid-October. Please ensure that the email provided is accurate as all correspondences will be sent via email.

All accepted abstracts will be scheduled either in an oral or poster presentation. All presentations and question-and-answer sessions will be conducted in English. Presenters may request assistance from the moderator who will repeat or rephrase questions from the audience or may ask a colleague in the audience to assist with translation.

The presenting author of an accepted abstract must register for the meeting. Top Five Rated Abstracts will receive scholarships to DLIV 2010.

All other expenses (e.g. airfare, lodging) associated with the submission and presentation of an abstract are the responsibility of the presenter.

Rules for Submitting an Abstract

Abstract data may not be presented at a national or international meeting or world congress before the date and time of presentation (Dec. 9-11, 2010). If identical abstracts are **accepted** for two meetings, then one must be withdrawn and DLIV staff must be notified. If acceptance of a previously presented abstract is discovered prior to presentation, it will be withdrawn and acceptance of future abstracts will be jeopardized. If dual presentation of identical abstracts is discovered after presentation, the acceptance of future abstracts may be jeopardized and any award associated with the abstract will be withdrawn.

Submission of an abstract constitutes a commitment by the author(s) to present it if accepted. Failure to present, if not justified, will jeopardize future acceptance of abstracts for Dallas-Leipzig International Valve.

There is no limit to the number of abstracts an investigator may submit. If selected, the presenter must be one of the co-authors listed.

Preparing an Abstract

Abstract Title

An abstract must have a short, specific title (containing no abbreviations) that indicates the nature of the investigation.

Author Name(s)

The submitting author is designated as the primary/presenting author. You may rearrange the order of the authors; however, always list the senior author last.

If an author's name appears on more than one abstract, it must be identical on each abstract.

Additions or deletions of author names are not permitted after October 1, 2010, 5 p.m. CDT. NO EXCEPTIONS.

Abstract Data

Submit all abstracts in English.

Authors should not "split" data to create several abstracts from one. If splitting is judged to have occurred, priority scores of related abstracts will be reduced.

Abstracts containing identical or nearly identical data submitted from the same institution and/or individuals will be disqualified.

Proofread abstracts carefully to avoid errors before submission.

Abstract Text

Describe briefly the objectives of the study unless they are contained in the title. Include a brief statement of methods if pertinent; state findings in detail sufficient to support conclusions.

Abstracts should not describe research in which the chemical identity or source of the reagent is proprietary or cannot be revealed.

Use generic drug names.

Do not begin sentences with numerals.

Standard abbreviations may be used without definition. Nonstandard abbreviations (kept to a minimum) must be placed in parentheses after the first use of the word or phrase abbreviated.

Do not include references, credits or grant support.

Do not include the names or personal information of any patient participating in the study or trial.

Abstracts are limited to 250 words. This includes the text, but not the title or authors. One graph and one image may be submitted and will not count toward the overall word count. All figure graphics (figures) and text-based graphics (tables) should be provided as 72 dpi, pre-sized jpg images, with a maximum width of 450 pixels. Only .jpg images should be submitted. Black-and-white digital images should be in grayscale mode. Color images should be saved in RGB color mode.

Do not add paragraph breaks within the body of the abstract.

Abstract Acceptance

Presentation

Guidelines for abstract presentation will be provided to the presenting author of accepted abstracts in mid-October.

All oral presentations must be in electronic format. Submit electronic presentations to the DLIV two weeks in advance of the session start time. Instructions for presentation upload will be provided.

No person may record any portion of the DLIV, Pre-symposium and evening events, whether by video, still or digital photography; audio; or any other recording or reproduction mechanism. This includes recording of presentations and supporting A/V materials and of poster presentations and supporting poster materials.

Additionally, science information shared by investigators at the time of a meeting is confidential and often unpublished data. Taking photos of or recording the content of meeting room slides is also prohibited, and is considered intellectual piracy and unethical. Attendees who ignore this policy will be asked to leave the educational session and are at risk of losing their badge credentials.

Dallas-Leipzig International Valve and Cardiopulmonary Research Science and Technology Institute reserve the rights to all recordings or reproductions of presentations at DLIV scientific conferences and meetings.

CRSTI reserves the right to all video or audio recordings of presentations at the Dallas-Leipzig International Valve.