

INSTRUCTIONS FOR ABSTRACT SUBMISSION

Deadline: Wednesday, March 1, 2017 at 11:59 p.m.

The 2017 Abstract Submission Site is now open.

- Original, new and significant scientific work only
- Work presented at local, state and regional COT competitions ARE eligible
- The work **MUST** not have been presented at ANY other meeting: local, state, regional or national
- The work cannot be presented at the Resident Competition at the American College of Surgeons in October 2017
- The submitted abstract should not be similar to any work submitted to any other organization or journal
- Any content that has been made publicly available in print or online, if part of a submitted abstract, may jeopardize the originality of the submission and preclude consideration by the AAST.
- **NEW IN 2017: Two new abstract categories have been added: Geriatric Trauma and Pre-Clinical/Translational**

IMPORTANT NOTES:

- If selected for oral presentation, all presenters **MUST** submit a manuscript to the *Journal of Trauma and Acute Care Surgery* prior to the AAST meeting by Friday, September 1st. Failure to do so may include sanctions of not presenting at the meeting or the presenting author, senior author or institution not presenting at an AAST Annual Meeting for the next two years.
- All manuscripts **must** be submitted to the discussant by the deadline set by the Program Chair.
- The first author is considered the presenting author, if the first author is not the presenting author, you must notify the AAST at the time of acceptance.
- All selected abstracts become the property of AAST and once you submit, you acknowledge that accepted abstracts will be published on the AAST website for the duration of the meeting and archived for at least 10 years on the AAST website.
- If an abstract **DOES NOT** include an AAST member as an author, a sponsor is required. If the submitter does not have a sponsor, contact the AAST prior to finalization of the abstract so a sponsor may be secured.
- All presenters are required to register for the Annual Meeting.
- The corresponding author receives all communication on the acceptance of an abstract, **BUT** the corresponding author is **NOT** listed in the authors. The corresponding author must be added in the co-author section of the submission site. All abstracts **MUST** have a corresponding author.
- **QUICKSHOT** Presenters: you are required to submit a manuscript to the discussant; however, you are **NOT** required to submit a manuscript to the *Journal of Trauma and Acute Care Surgery*.

ABSTRACT PREPARATION

Abstracts submitted must adhere to the following specifications to be considered for presentation at the 76th Annual Meeting of the American Association for the Surgery of Trauma and Clinical Congress of Acute Care Surgery, September 13-16, 2017

- All abstract MUST fit on one page. Abstracts longer than one page will be withdrawn.
- No reference to the names of the authors or institution should be included in the body of the abstract. **If there is reference to the authors or institution, the abstract will be withdrawn.**
- There is a limit of 15 authors per abstract.
- A disclosure form MUST be completed by the first (presenting) author during submission. If the first author changes OR there is a change in the conflict of interest, it is the responsibility of the submitter or first author to notify the AAST. Failure to do so could result in the paper being withdrawn from the program or the institution not being able to present at an AAST Annual Meeting for two years.
- The following are guidelines for the abstract. *Just because your abstract fits in these guidelines does not mean it will fit in the abstract system.*
 - The title, authors and discussant section is 12 lines of the abstract
 - The page size is 8.5 in x 5.5 in
 - Printable area counting margins is 7.75 x 4.7
 - Margins are: Left 0.3 in, Right 0.5 in, Top .25 in, Bottom is .5 in
 - Font = Times New Roman 11pt.

Journal of Trauma and Acute Care Surgery

All oral presenters are required to submit a manuscript to the *Journal of Trauma and Acute Care Surgery* for first right of publication. Failure to do so will result in sanctions to the institution and the first author in either the paper pulled from the program or the institution not being able to present from the podium for two years. Notification of sanctions will be made prior to the start of the meeting.

All Quickshot and poster presenters are encouraged to submit a manuscript to the *Journal of Trauma and Acute Care Surgery* but it is not mandatory.

AAST has an early manuscript submission process for those who want their paper published in January 2018. To receive expedited review and publish in January 2018, the manuscript must be submitted by August 1, 2017. All manuscripts submitted August 2-September 4th, if accepted, will be fast-tracked for publication in the Journal's first volume (issues 1-6) of 2018.

As all oral presentations will be under consideration for publication in the *Journal of Trauma and Acute Care Surgery*, authors are asked to refrain from distributing complete reports (i.e. copies of manuscripts under consideration) or full data presented as tables and figures to journalists. Although media coverage of the presentations themselves will not necessarily preclude publication, associated manuscripts are subject to the Journal's embargo policy (i.e. full reports or elements of manuscripts under review may not appear in print or online until publication, which, in most cases, will occur within 6 months of the AAST meeting).