Abstract Submission Opening: November 1, 2023 Submission Deadline: January 31, 2024

## **Presenter Requirements:**

All individuals submitting abstracts to present must be prepared to cover all expenses to attend. This includes travel and lodging. Accepted presenters will receive a 50% discount on a full price registration fee.

## **Commercial Interest:**

The National Center on Shaken Baby Syndrome is a not-for-profit organization and adheres to strict requirements for Continuing Medical Education. We will not accept any presentation that endorses a commercial product.

## **Submission Details:**

Submitted abstracts may be presented in one of two formats. Presenters may request an oral or poster presentation.

For oral presentations, presenters may request to give a 15-minute, 30-minute presentation or 60-minute presentation. Depending on the number and quality of submissions for any duration format, oral presentations may be reassigned to shorter or longer duration formats. Abstracts not chosen for oral presentation may be given the option of being presented as a poster presentation.

For poster presentations, posters submissions will be posted for a minimum of four hours. Presenters will be asked to be available for questions during a set time block.

More than one presentation may be submitted. However, as there are numerous qualified presenters, please only expect to present once.

Each presentation room will be provided with a computer, microphone and a projector. Presenters who request additional equipment may be asked to pay for those items. Please note, internet is not provided in meeting rooms.

The submission process will take approximately 15 minutes. Submit early to avoid delays. To have a clear understanding of your proposed presentation, 200 words minimum will be required for each submission and a maximum of 1000. The abstract file must be uploaded as a Microsoft Word or PDF document.

Each field that is asterisked (\*) is a required field.

Be sure you provide a current email address for each attending presenter. All abstract related correspondence is done via email, so an incorrect email address could cause a delay in the receipt of important information.

Each abstract will be reviewed by the Planning Committee, and decisions to accept or reject abstracts rest with this committee. The presenters will be notified before any formal announcement is made. The confirmation and receipt will be sent to the e-mail address specified for the Presenting Author at the beginning of the submission.

The program will be announced in April 2023.

For any concerns please contact Conference Director, Trachelle Hilton-King, at thiltonking@dontshake.org.