

Abstract Submission Guidelines for Residents and Medical Students

- Abstract submission is open (May 24, 2021) for both Residents and Medical Students for the MI ACP Annual Fall Virtual Scientific Meeting, October 14-17, 2021.
- Abstract submission will close on **Sunday, JULY 11, 2021, at 11:59 PM. DO NOT PLAN FOR ANY EXTENSIONS.**
- The links for abstract submission are available on our Chapter Website at www.acpmichigan.org.
- **You must be an ACP resident/Fellow member in an approved IM or Med/Peds Residency Program or an ACP member Medical Student in an accredited Medical School to submit. There is no category available for positions between medical school and waiting to be accepted to a residency program.**
- Once you submit an abstract it **CANNOT** be edited. If you need to make changes to your abstract you must re-submit the abstract. All duplicates are eliminated and only the latest abstract by date & time stamp will be kept.
- You may submit as many abstracts as you wish. However, only 1 abstract per resident and medical student has the possibility of being accepted.
- When you submit an abstract understand that it qualifies for ORAL OR POSTER. You cannot choose one or the other.
- **DO NOT** submit an abstract unless you are sure that you will be able to meet the deadline to upload your voice over presentation (**Posters ONLY**) (Date to be announced).
- If your abstract is accepted for an **Oral** Presentation you must be available on Thursday, October 14, for a live Zoom oral presentation. Check your calendar carefully and plan accordingly. **YOU CANNOT** withdraw an accepted abstract (if accepted) **without the permission of your program/clerkship director and the Governor.** In an emergency a co-author may present but must be a peer.
- Residents cannot present a medical student abstract. Medical students cannot present a resident abstract. If you worked on an abstract with a resident or medical student, make sure there is no duplicate submission.
- **There is only ONE presenter of an abstract** oral or poster and that is the first author. This is not a group effort.
- For all abstracts accepted as a poster presentation, this is entirely virtual. There will be no “live” poster presentations at the meeting. You will be instructed following acceptance to create and upload a voice over presentation of your poster in MP4 format. Judging will be entirely virtual and abstract winners will be announced during the virtual fall meeting.

Requirements for Abstracts submitted:

- Word Limit – 300 words. This does **not** include title of abstract or author information.
- **You cannot be a lone author on an abstract.** You must have an attending co-author on your abstract. **IF** you do not list any co-authors your abstract will be eliminated. The attending must review and approve your abstract before submission.
- Medical Students must have a clerkship director, faculty advisor, attending or senior resident as a co-author. Co-authors must review and approve your abstract before submission.