

## MA ACP ABSTRACT/POSTER COMPETITION FAQ'S - October 19, 2019

**Q:** What is the deadline for abstract submissions?

**A:** The deadline for abstract submission to is **Thursday, August 15, 2019 at 11:59 pm.**

**Q:** How should I form my abstract?

**A:** Abstract instructions and guidelines can be found on the website under News and Meetings. Any questions regarding formatting and /or categories should be directed to the Abstract Rules and Regulations.

**Q:** Where can I find the link to submit my abstract?

**A:** <https://www.acponline.org/about-acp/chapters-regions/united-states/massachusetts-chapter/news-meetings>

All abstracts for submission must be approved by your Program Director and/or Faculty Advisor/Clerkship Director.

**Q:** How many abstracts am I allowed to submit?

**A:** A maximum of **2 Abstracts** may be submitted per first author, **1 Clinical Vignette and 1 Research** as first author. You can be an additional author on as many abstracts as you wish.

**Q:** If accepted and then I am not able to present my Poster, can I have a colleague present the Poster for me?

**A:** If you submit an abstract it is expected that you will be available on **October 19 and November 9** if selected. In extenuating circumstances, only the second author of the abstract, if they are an ACP resident/student and are not already presenting in the category can be a replacement presenter at which time the Poster becomes theirs and any awards would be given to the presenting author.

**Q:** Can I re-submit an abstract that was submitted to any prior competition

**A: YES.** If an abstract was submitted to another specialty society's competition it **is** eligible for submission to our competition, however, you may want to check with the other society's rules and regulations. Abstracts will not be published by the MA ACP. If an abstract won or placed in a previous ACP or MA Chapter competition it is **not** eligible for re-submission.

**Q:** What is the **maximum # of words allowed per abstract?**

**A:** The **maximum # of words allowed is 450.** You cannot go over 450 words. The word maximum should not include title or author, they are in separate fields. Do not include references in your text field. You will be able to include references on your poster.

**Q:** Can I make any changes to my abstract after it is submitted?

**A: No changes can be made to an abstract once it is submitted.** If someone has *significant Changes*, they may *re-submit* the updated abstract and the older version can be deleted as each Abstract is listed by time and date. If your submission is accepted, corrections can be made on your final poster.

**Q:** When will I know if my **abstract** has been **accepted** for presentation at the meeting?

**A:** The abstracts are sent out for preliminary judging shortly after the deadline. **You will be notified via e-mail the week of September 16, 2019.**