

ASPEN Nutrition Science & Practice Conference

Frequently Asked Questions – Abstract Submission

1. How do I submit an abstract to be considered for presentation at the ASPEN Nutrition Science and Practice Conference?

Read the submission guidelines on the ASPEN Nutrition Science & Practice Conference Call for Abstracts webpage: www.nutritioncare.org/abstracts/ "Learn more about abstracts and submission guidelines" and then submit your abstract using ASPEN's online Abstract Submission site, which opens in July. There is a \$50 US early bird fee per submission until the last two weeks of the submission period, in which the fee will increase to \$100 US standard fee per submission. Submissions are only accepted online. The submission fee is NOT refundable.

2. I'm submitting for the first time. Any resources for me to help write abstracts?

Yes. ASPEN's Call for Abstracts and Submissions Guidelines Instruction document with detailed information about submitting an abstract as well as additional resources that may be of assistance. Access the pdf file here: www.nutritioncare.org/abstracts/

3. Can I revise my abstract after I have submitted it?

Up until the submission deadline, you may revise your abstract even if you have completed the submission process. Upon login to the Abstract Submission site, your draft and submitted abstract list will appear under the 'Submissions' section header. Select the abstract you wish to edit by clicking on the title. After you have saved your re-submission updates, you will see a button that says "Submit" at the top of the screen. Please be sure to click on the "Submit" button to complete your re-submission! There is no fee for re-submission. No revisions will be accepted after the submission deadline.

4. How do I access technical support?

Upon login to the Abstract Submission site, click the technical support button on the top right of each screen.

Technical Support Contact Information:

Hours: 9am – 9pm ET, Mon - Fri

Phone: (Direct) (410) 638-9239

Phone: (Toll Free) (877) 426-6323

Email: help@conferenceabstracts.com

Web: <https://www.conferenceabstracts.com/CadmiumCD/scorecard/>

5. Do I have to complete the submission process all at once, or can I return later to complete the process?

You may login to the Abstract Submission site as many times as necessary to complete the submission process up until the submission deadline. ASPEN will only review your abstract if you have completed the submission process, including the payment step, by the

submission deadline.

6. **Do I have to register for ASPEN Nutrition Science & Practice Conference if my abstract has been accepted for presentation?**

Yes.

7. **Does ASPEN provide funding for authors of accepted abstracts to present their work at the ASPEN Nutrition Science & Practice Conference?**

In general No. The only funding available for abstract authors are the cash prizes or travel grants given to winners of awards. You must opt-in on the Abstract Submission site to compete for awards.

Physicians in a resident training program who are designated as the presenter on an accepted abstract may be eligible for complementary registration given an accepted abstract. Contact saraf@nutritioncare.org for details.

8. **Will I be notified if my abstract has been accepted for presentation at the ASPEN Nutrition Science & Practice Conference before the early-bird registration deadline?**

ASPEN will make every effort to notify all abstract authors of their acceptance status prior to the early-bird registration deadline. You are encouraged, however, to register for the conference when you submit your abstract. If the early-bird deadline has passed, ASPEN may extend it for abstract authors. Check with aspen@nutritioncare.org.

9. **Where can I find more information about the ASPEN Nutrition Science & Practice Conference, including registration and housing?**

Visit <http://www.nutritioncare.org/conference/>

10. **What is the acceptance percentage rate for abstracts?**

On average, ASPEN accepts approximately 85-90 percent of all abstracts submitted.

11. **What should I do if my abstract has been accepted for presentation, but I am unable to attend the conference?**

Contact ASPEN as soon as possible via email saraf@nutritioncare.org. You will have two options: 1) Designate a co-author on the abstract as the new presenting author; or 2) Withdraw the abstract.

12. **Will my abstract submission fee be refunded if my abstract is not accepted?**

No.

13. **What are common reasons why abstracts are not accepted for presentation at the ASPEN Science and Practice Conference?**

a. *The abstract appears to be commercial in nature.*

- b. There is insufficient data to support conclusions.*
- c. Lack of conclusions or conclusions do not match data.*
- d. Multiple abstracts from the same data.*
- e. Lack of data or measureable outcomes.*
- f. Incomplete author disclosure statements.*
- g. The study is not methodologically sound.*
- h. Research is not original.*
- i. Lack of scientific quality or validity.*
- j. There are gross errors in language, grammar, or syntax making it difficult to understand the abstract.*
- k. The study is not relevant to nutrition support or does not contribute new findings to the field.*

Note: There will be no reconsideration of non-accepted abstracts