

## State-of-the-Art Stroke Nursing Symposium 2010 Abstract Submission Guidelines

### Acceptance

1. Abstracts selected will be published online in February 2010 on the *Stroke* Journal web site.
2. Accepted abstracts cannot be published prior to February 23, 2010 and may not be presented at any meeting held prior to February 23, 2010. Any data contained is embargoed for release at the date and time of presentation and no information may be released before then. **Failure to honor embargo policies will result in the abstract being withdrawn and barred from presentation.**
3. Abstract grading is blinded. Abstracts are allocated to oral or poster presentations.
4. Guidelines for presentations will be provided to authors of accepted abstracts.
5. Abstract acceptance/non-acceptance status will be available on the web site and emailed in mid-late October.

### Presentation

1. Request oral or poster preferred presentation on the Presentation Preference tab of the Submitter Site. Selecting "Oral Presentation" or "Poster Presentation" will neither prejudice acceptance nor guarantee an oral or poster presentation because abstracts must be arranged to fit into a thematic group for presentation. However, the ASA will make every effort to accommodate your presentation request.
2. All presentations and question-and-answer sessions will be conducted in English. Presenters may request assistance from the moderator who will repeat or rephrase questions from the audience or may ask a colleague in the audience to help translate.
3. Submission of an abstract constitutes a commitment by the author(s) to present it if accepted. Failure to present, if not justified, will jeopardize future acceptance of abstracts.
4. The American Stroke Association, a division of the American Heart Association, reserves the right to all video or audio recordings of presentations at the State-of-the-Art Stroke Nursing Symposium 2010 and the International Stroke Conference 2010.
5. The presenter is responsible for expenses associated with the submission and presentation of an abstract (e.g. registration, airfare, lodging, etc.)
6. No 35 mm slides are permitted at the conference.
7. All presentations must be in electronic format. Electronic presentations must be submitted at least 12 hours in advance of the session start time. Instructions will be sent to the presenting author via e-mail in January.
8. If you are referencing work previously published by another author, please be sure to include a complete citation at the bottom of the appropriate slide.
9. Recording Policy:
  - Unauthorized recording of the AHA Scientific Sessions, scientific conferences and the ASA International Stroke Conference is prohibited, whether by video, still or digital photography, audio or any other recording or reproduction mechanism. This includes recording of presentations and supporting audiovisual materials and of poster presentations and supporting poster materials.
  - The American Heart Association and American Stroke Association reserve the rights to all recordings or reproductions of presentations at AHA/ASA scientific conferences and meetings.

### Rules for Submission of Abstracts

#### Author Name(s)

1. If an author's name appears on more than one abstract, it must be identical on each abstract.
2. The submitting author is designated as the presenting author. You may rearrange the order of the authors; however, the senior author must always be listed last. The presenter must be an author of the abstract.
3. **Additions or deletions of author names will not be permitted after August 7, 2009, 5 PM CDT.**

### **Abstract Requirements**

1. Abstracts must be an original idea, concept, an improvement or revision of an old idea.
2. Abstracts must be submitted in the final format. NO changes to content will be made after receipt of submission. Abstracts may not represent a work in progress.
3. Abstracts that have been presented or will be presented at any national or international meeting prior to February 23, 2010 or have been submitted to more than one category of the Nursing Symposium or the International Stroke Conference will not be considered.
4. The material has not been published as a full paper prior to its submission to the Nursing Symposium or the International Stroke Conference.

### **Abstract Data**

1. Abstracts should address clinical quality initiatives, projects or policies from professionals that are pioneers in improving the quality of care and outcomes for persons with or at risk for stroke.
2. Abstracts may also address issues in development or maintaining a stroke program.
3. Abstracts with research findings should be submitted to the International Stroke Conference in the appropriate category.
4. Because of the large number of submitted abstracts, **resubmission of an abstract to make revisions is not permitted after August 7, 2009, 5 PM CDT.**
5. To ensure that the abstract receives proper scientific consideration, please make sure that the abstract is submitted to the appropriate category.
6. Proofread abstracts carefully to avoid errors before submission. No proof pages will be sent to authors. **Revisions to abstracts will not be permitted after the August 7, 2009, 5 PM CDT submission deadline.**

### **Abstract Withdrawal**

1. Requests for withdrawal of an abstract must be received in writing by November 16, 2009.

### **Abstract Title**

1. An abstract must have a short, specific title (containing no abbreviations) that indicates the nature of the investigation.

### **Abstract Text**

1. Do not begin sentences with numerals.
2. Standard abbreviations may be used without definition. Nonstandard abbreviations (kept to a minimum) must be placed in parentheses after the first use of the word or phrase abbreviated.
3. Do not include references, credits or grant support.
4. Do not include the names or personal information of any patient participating in the study or trial.
5. Abstracts are limited to 2,500 characters (about 400 words). This includes title, text and any graphic/table. Addition of a table deducts 250 characters; addition of a graphic deducts 500 characters.
6. The format for the online *Stroke* Journal web site allows graphics/tables to be placed anywhere within the abstract. Do not add paragraph breaks within the body of the abstract.

## Abstract Grading

Nursing Symposium abstract grading will be based on the following:

<b>The judging criteria for abstract acceptance/non-acceptance is as follows:</b>	
<b>Scientific Merit:</b> The topic is pertinent to the development of knowledge related to stroke clinical practice and is relevant to the purpose of the State-of-the-Art Stroke Nursing Symposium.	
<b>Practicality:</b> The abstract enhances the foundation for clinical decision-making or stimulates thinking about practice applications when caring for the stroke patient.	
<b>Organization:</b> Overall, the abstract is readable and accurately presented and conclusion valid.	
<b>Presentation:</b> The presentation demonstrates an insightful application or/a creative and original solution to a clinical practice issue or problem in caring for the stroke patient.	
<b>Technical quality:</b> The abstract must include complete information or outcomes and have scientific backing (mentioning that the results will be presented at the meeting is unsatisfactory).	
<b>Research-Based Abstracts</b>	<b>Clinical Practice/Program/QI Project Abstracts</b>
<b>Background:</b> Description of the problem.	<b>Background and Issues:</b> A short summary of the issue(s), problem, or specific clinical challenges or controversy, with relevant background and contextual information.
<b>Purpose:</b> Research questions or hypothesis.	<b>Purpose:</b> Clear statement of goal of project is described.
<b>Methods:</b> Study design, including a description of participants, procedures, measures, and appropriate statistical analyses.	<b>Methods:</b> Description of the project or program, clinical intervention(s), analysis plan or criteria used to guide analysis.
<b>Results:</b> Specific results in summary form	<b>Results:</b> Lessons Learned: A brief description of the findings or lessons learned as a result of the project.
<b>Conclusions:</b> Major findings are presented with interpretation and implications for stroke management and nursing practice.	<b>Conclusions:</b> A brief description of recommended position or approach, or specific recommendations related to the original problem or questions identified.

## Abstract Revisions

1. **After the August 7, 2009, 5 PM CDT deadline, abstracts may not be revised in any way or resubmitted.**
2. **Additions or deletions of author names will not be permitted after August 7, 2009, 5 PM CDT.**
3. Proofread abstracts carefully to avoid errors before submission.

## **Abstracts Copyright Transfer Agreement**

If your abstract is accepted for presentation at the State-of-the-Art Stroke Nursing Symposium 2010 or the International Stroke Conference 2010, all authors will be asked to sign a copyright transfer agreement stating the following:

The author(s) hereby assigns, conveys, and otherwise transfers all rights, title, interest and copyright ownership in said work to the AHA/ASA effective upon acceptance of said work for publication. "Work" includes the material submitted for publication and any other related material submitted to the AHA/ASA.

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This Agreement must be executed as is without revision or substitution of terms. A handwritten signature of the author(s) is required.

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