

2019 Annual Meeting

May 19-22 Boston, Massachusetts USA

Boston Marriott Copley Place [#APSA50](#)



FIFTY 50 YEARS
1969-2019

APSA

American Pediatric
Surgical Association

Saving Lifetimes

2019 Abstract Presentation Guide

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IMPORTANT DATES TO REMEMBER

Manuscript Submission: February 15 - March 15, 2019
Presentation Upload (Power Point, Video): May 1, 2019



GENERAL INFORMATION

The APSA Annual Meeting provides a professional forum for the presentation and discussion of new ideas, issues and developments of importance to APSA members and to the interested community. The presentation of abstracts is a key feature of the meeting. Your cooperation in adhering to all of the guidelines will help the meeting run smoothly and provide quality and consistency for the attendees.

Speaker Registration Information

APSA policy dictates that all presenters are required to register for the annual meeting. Registration information is available on the [APSA website](#).

Abstract Rescheduling/Withdrawal

Presenters should make arrangements to be present for their assigned session. The order of presentation of the abstracts will not be changed. Withdrawal of abstracts after acceptance is strongly discouraged and may be subject to sanctions from the Board of Governors.

PRESENTATION REQUIREMENTS

- The slide presentation format is Widescreen HD Format (16:9 aspect ratio). Go to the [APSA website](#) for instructions to convert your slide presentation to the widescreen format.
- Presentations must be made using Microsoft PowerPoint for Windows (Office XP or earlier).

Electronic Presentations

The AV technician will project your PowerPoint slides when you begin your presentation. There will be a separate screen allowing you to see the slides while facing the audience.

All presentation rooms will be equipped with the following:

- Wireless mouse
- LCD projector
- Podium with microphone
- Appropriate screens
- Monitor for speaker
- Laser pointer

Uploading Your Presentation

- All slides and videos must be uploaded via the APSA platform by **May 1**. In early February presenting authors receive an email with a link and unique login to their abstract account. Use this account to update your information, including name, credentials, institution, presentation title, etc., and upload your slides/videos.
- All presenters must check in with the A/V staff in the Speaker Ready room at least 2 hours prior to their presentation, preferably the day before. Presenters are encouraged to review their slides with AV staff in the speaker ready room.

PRESENTATION TYPES

Plenary Scientific Sessions

- Limited to 8* minutes: 4 minutes for presentation, 4 minutes for discussion.
- Video presentations are limited to 8* minutes: 5 minutes for presentation, 3 minutes for discussion.
- Unlimited number of slides.
- Slide presentation format - widescreen HD Format (16:9 aspect ratio).
*except those abstracts presented in committee-specific sessions where the committee chair has indicated a different presentation length.

Scientific Break-out Sessions

- Limited to 8* minutes: 4 minutes for presentation, 4 minutes for discussion.
- Video presentations are limited to 8* minutes: 5 minutes for presentation, 3 minutes for discussion.
- Unlimited number of slides.



- Slide presentation format - widescreen HD Format (16:9 aspect ratio).
*except those abstracts presented in committee-specific sessions where the committee chair has indicated a different presentation length.

Quick Shot Sessions

- Limited to 4 minutes: 2 minutes for presentation, 2 minutes for discussion.
- Maximum 6 slides, no minimum. Recommended 3-6 slides.
- Video presentations in *quick shot sessions only* are limited to **5 minutes without** discussion.

Abstracts with Video Presentations

- Video must include audio narration of the procedure (**presenters cannot narrate from the podium**)
- Format:
 - Video file maximum is 250,000 KB.
 - An aspect ratio of 16:9 or 4:3.

SCHEDULE

View the complete schedule, including room locations and the most up to date times, on the [APSA website](#). Abstract presentations are spread out among 24 scientific sessions as follows:

Sunday, May 19

- Scientific Session 1: Gastrointestinal Surgery - 3:15 pm – 4:45 pm.
- Scientific Session 2: Basic Science, Chest and IBD - 3:15 pm – 4:45 pm.
- Scientific Session 3: Oncology (basic science and clinical), Global and Anesthesia/analgesia - 3:15 pm – 4:45 pm.
- Quick Shots 1: Gastrointestinal Surgery - 5:15 pm – 6:15 pm.
- Quick Shots 2: Thoracic and Colorectal Surgery - 5:15 pm – 6:15 pm.
- Quick Shots 3: Oncology (basic science and clinical) - 5:15 pm – 6:15 pm.

Monday, May 20

- Plenary Scientific Session 1 - 10:15 a.m. – 11:30 a.m.
- Quality and Safety (Surgical Quality & Safety Committee) - 4:00 pm – 5:30 pm.
- Advocacy (Health Policy & Advocacy Committee) - 4:00 pm – 4:45 pm.

Tuesday, May 21

- Oncology (Cancer Committee) - 8:45 am – 9:45 am.
- Trauma (Trauma Committee) - 8:45 am – 9:45 am.
- Fetal (Fetal Diagnosis & Treatment Committee) - 10:15 am – 11:15 am.
- Critical Care (Surgical Critical Care Committee) - 10:15 am – 11:15 am.
- Opioid Reduction (Opioid Use Reduction SIG) - 10:15 am – 11:15 am.

Wednesday, May 22

- Plenary Scientific Session 2 - 7:00 am – 8:15 am.
- Scientific Session 4: Practice, Education and Trauma - 8:30 am – 9:30 am.
- Research (Research Committee) - 8:30 am – 9:30 am.
- New Technology (New Technology Committee) - 8:30 am – 9:30 am.
- Quick Shots 4: Basic Science and Trauma - 9:30 am – 10:30 am.
- Quick Shots 5: Fetal Basic Science and Neonatal and Fetal Clinical - 9:30 am – 10:30 am.
- Quick Shots 6: Clinical, Education and Innovation - 9:30 am – 10:30 am.
- Ethics (Ethics Committee) - 10:45 am – 11:30 am.



Posters

Poster hall is located in the exhibit hall. Authors are encouraged to be in attendance during the general session breaks Sunday, Monday and Tuesday to address questions from meeting attendees. APSA will provide one 4' (1.22 meters) tall by 8' (2.44 meters) long poster board and pushpins for your poster display. Poster boards will be numbered; be certain to display your materials on the board corresponding to your poster number.

Set-up, display and tear-down times:

Poster Set-up	Sunday, May 19	11:00 a.m. – 3:30 p.m.
Poster Viewing	Sunday, May 19	4:00 p.m. – 9:00 p.m.
	Monday, May 20	8:00 a.m. – 2:00 p.m.
	Tuesday, May 21	6:30 a.m. – 11:00 a.m.
Poster Dismantle	Tuesday, May 21	11:00 a.m.

APSA and the hotel are not responsible for your presentation materials.

TIPS FOR A SUCCESSFUL PRESENTATION

Presentation times will be strictly enforced by session moderators. In consideration to subsequent presenters, if your presentation runs long, you will be asked to end it prior to completion and discussion time will be eliminated.

- Practice the presentation several times, preferably with an audience of peers.
- PowerPoint slides should be easily readable and understandable by the audience. Information should be legible when read unaided at a distance of 40 feet (12.9 meters).
- Use a big, bold font, such as Arial. Use contrasting colors, but avoid using too many colors. A maximum of three colors is recommended.
- Avoid putting too much information on one slide. A limit of 36 words is recommended.
- Avoid projecting typed pages as they are not legible more than a few feet from the projected image.
- Information should be presented horizontally (landscape).
- Significant results and conclusions should be highlighted on the visuals.
- Using a laser pointer or the pointer function within PowerPoint is acceptable, but using other functions within PowerPoint to highlight salient information during your talk is preferred (animation, etc).
- Remain at the podium following your presentation to answer questions from the audience.
- Summarize questions from the audience into the microphone for the entire audience to hear before attempting to respond.
- Speak clearly into the microphone to be heard in the back of the room.
- Familiarize yourself with the podium and computer prior to your session if able.
- Speak to the audience, not to the visual.
- Avoid slang and contractions when possible.
- Bring a back-up copy of the digital file in the event the original file has been corrupted.

Slide Presentations

- Text should be summarized statements, no more than six words per statement and no more than six points per slide. Several simple slides are preferable to one complicated slide.
- Tables and graphs should be used to show only relevant information. Titles, headings and legends should be clearly presented. *Tables*: limit the size to six rows and four columns. *Graphs*: be sure they are simple, big and bold, making one point at a time. General trends and relative values are better than detailed line drawings. *Photographs*: should tell a story and support the overall presentation. Avoid using poor quality photos. You are responsible for insuring you have adequate permission for any graphs, tables or images you include in your presentation.



AWARDS

APSA awards several prizes for outstanding presentations.

Innovation Award

One \$500 award is awarded for Best Innovation Abstract. The winning presentation is selected by special committee made up of the Program Committee, New Technology Committee and members of the APSA Board of Governors. The award is based solely on scores determined from the presentation at the annual meeting. [Learn more.](#)

Quick Shots of Distinction

Award recipients must be residents currently enrolled in a training program. Presentations are judged on scientific merit and actual presentations.

APSA selects two recipients for outstanding presentations in the Quick Shots sessions. Each winner will receive a \$250 award.

M. Judah Folkman Memorial Awards

This award was created in honor of Dr. M. Judah Folkman and his legacy of leadership in our organization, the tremendous body of work he left behind and the way he selflessly shared his art of medicine with so many students and the art of healing with so many children and families.

APSA and the APSTPD are proud to present the M. Judah Folkman Memorial Award for outstanding research presentations given during the APSA Annual Meeting. Award recipients must be residents currently enrolled in a training program. Presentations are judged on scientific merit and actual presentations.

Members of the APSA Program Committee and the APSTPD select one winner basic science and one winner in clinical categories. Each winner will receive a \$1,000 award, a medallion and a framed certificate.

Quality, Safety and Value in Surgery Award

This award is awarded to the manuscript that describes a research study or quality improvement project that best addresses the value proposition by demonstrating an improvement in outcomes while at the same time reducing cost or other measures of resource utilization. The quality of the manuscript and potential impact of the intervention for improving value outside of the author's own institution will serve as the primary criteria for judging. The recipient of the award will receive a \$500 prize and a framed certificate.

- Eligible abstracts are identified by the Surgical Quality & Safety Committee.
- A manuscript supporting the abstract must be submitted for review for publication in the *Journal of Pediatric Surgery*, via the regular APSA channels by the stated deadline.
- Video presentations are not eligible. [Learn more.](#)



MANUSCRIPT SUBMISSION

The submission site will be open February 15 – March 15.

Authors presenting abstracts in the Plenary Scientific, Scientific Break-out and Quick Shots sessions have the option* to submit manuscripts for publication in the Annual Meeting edition of the *Journal of Pediatric Surgery* (January 2020). Presentation of your abstract at the annual meeting is not a guarantee of acceptance for publication. Posters and videos are not eligible for manuscript submission.

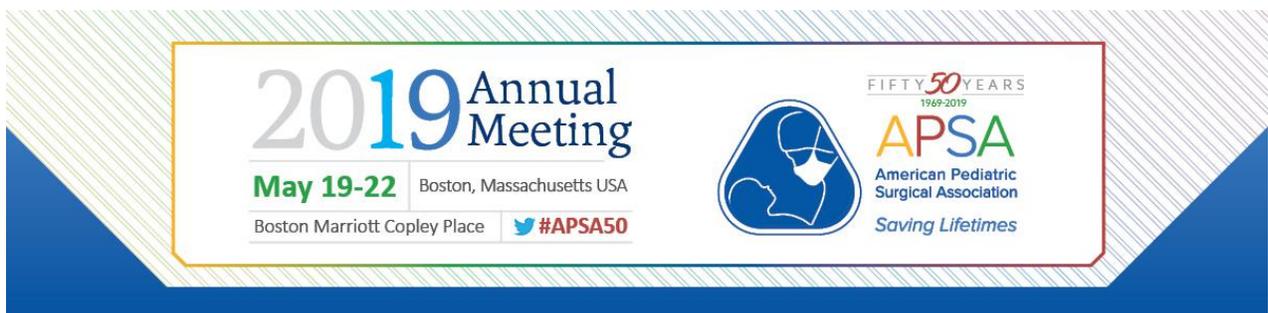
Manuscripts must be submitted via the APSA platform. In early February presenting authors receive an email with a link and unique login to the platform, including manuscript submission.

* Manuscript submission is required for abstracts that are eligible for the Quality Award.



Get the Word out about your Presentation

- ❖ Add your Twitter handle to your poster or presentation slide
- ❖ Add the image below to your social media posts



Follow APSA on Social Media



@APSASurgeons





**We appreciate your work and look forward to hearing your presentation
in Boston, Massachusetts!**

[APSA 2019 Annual Meeting](#)

**Sunday, May 19 – Wednesday, May 22, 2019
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Boston, Massachusetts USA**

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