

GUIDELINES FOR ABSTRACT PREPARATION AND SUBMISSION

General Information

Trainees, sonographers, and faculty members within 3 years of completion of their training are invited to submit an abstract. The first or senior author must be a CSE member. There is no processing fee for abstract submission.

Although CSE 2023 will be a hybrid meeting, all accepted abstracts MUST be presented in person. The presenter of each selected abstract will be granted free conference registration and are eligible to receive a \$500.00 prize. Abstracts that are selected for oral presentation will be awarded a travel bursary.

Submission of an abstract constitutes a commitment by the author(s) to present if accepted. Failure to present the accepted work could jeopardize future acceptance of abstracts by the CSE. *We recommend that authors await notice of outcome before registering as successful abstracts will qualify for a free registration.*

Eligibility

Abstracts are not eligible if the abstract has been presented at the CCS, ASE, or EACVI Scientific Sessions. Any human experimentation must conform with the principles of the Declaration of Helsinki of the World Medical Association. Case reports are eligible.

Abstract Submission Details & Deadlines

Abstract submission opens January 6, 2023 with a deadline of **February 6, 2023**. Abstracts must be submitted in their final form by this deadline to be considered for presentation. Authors should submit their abstract by sending a PDF file to submission.csecho@gmail.com. Notifications of acceptance status will be sent by late February 2023.

Abstract Preparation Guidelines

Authors must follow all instructions for completing their submission. Submitted abstracts are peer-reviewed by a panel committee. Abstract

grading is blinded and selections for presentation are based solely on scientific merit.

Author Name(s)

There is no limit to the number of abstracts an author may submit. If an abstract is accepted, the presenter must be one of the co-authors listed.

Format

Abstracts of original work – Content should be structured into the following four (4) sections:

- Background:
- Methods:
- Results:
- Conclusion:

Clinical cases – Content should be structured into the following three (3) sections:

- Clinical Presentation:
- Imaging Findings:
- Summary/Discussion Points:

Character limit – Abstracts are limited to 350 words and one figure or table.

Presentation at the CSE Meeting:

Submitted abstracts will be reviewed and selected by an Abstract Selection Panel. Successful submissions will be advised of the format of presentation (poster or oral) at the time of notification of acceptance.

Presenters are required to make disclosure of any financial interest/arrangement or affiliation with any organization(s) that could be perceived as a real or apparent conflict of interest in the context of their presentation subject matter.

There will be evaluation of each presentation by a judging panel. Criteria for judging include originality, clinical relevance, methodology (original research), slide/poster content, oral presentation, and response to

questions. **Prize for the best abstract of the sessions (in each category of Original Research and Clinical Cases) will be awarded \$500 (CAD) which will be announced in a special 25th Silver Anniversary Celebration session. The awarded abstract presenters must be in attendance to receive the awards.**