

Instructions



ATS 2020 · Philadelphia
International Conference
May 15-20, 2020
Philadelphia, PA

Late-Breaking Abstract Submission Deadline:

**Wednesday, January 29, 2020
5:00 PM, Eastern Time**

ABSTRACT CONTENT

- **Late-Breaking Scientific Abstracts:**

Late-Breaking Abstracts should report recently generated research on important basic, translational, or clinical discoveries in pulmonary, critical care, or sleep medicine.

"It is anticipated that 50% or fewer of the abstracts will be accepted."

RESEARCH REVIOUSLY SUBMITTED ON OCTOBER 2019 WILL NOT BE ACCEPTED.

CASE REPORTS ARE NOT ELIGIBLE AS LATE-BREAKING ABSTRACTS.

Your late-breaking scientific abstract must contain:

1. A descriptive title, list of authors and institutions;
2. An introduction/rationale to the study;
3. The methods used;
4. The results of the study including new data not previously published or presented at a major national or international meeting;
5. Conclusions of the study. It is not satisfactory to state: "The results will be discussed."

Abstracts reporting results of meta-analyses and systematic reviews will also be considered.

ALL ABSTRACTS NOT MEETING THESE MINIMUM CRITERIA WILL NOT BE ACCEPTED. It is recommended that the abstract content be organized with the following headings: RATIONALE, METHODS, RESULTS, AND CONCLUSIONS.

- **Submission Fee:** The **Presenting Author** will be charged a **non-refundable** processing fee for each abstract, based on their membership status, as follows:
 - Member: \$125
 - Non Member: \$165
 - Low Income: \$40

**International Low Income fee is for Members and Non-Members residing in countries with a Gross National Product per capita of less than \$3000: View [list of countries](#) to determine your submission fee.

Please Note

*Completing your payment is necessary to submit your abstract. Your payment may be submitted electronically using a credit card on a safe and secure site.

*The abstract submission fee is not refundable, even if the abstract is not accepted.

*The abstract submission fee does not register you for the Conference. Separate registration fees apply. If your abstract is accepted, you must register for the conference in order to present your abstract. Information on registration/fees can be found at conference.thoracic.org in mid-December 2019.

- **Language:** The abstract must be submitted in English. If accepted, the abstract must be presented in English.
- **Redundancy:**
 1. Each abstract should have a distinctive hypothesis or include a unique methodology that is clearly differentiated from the other abstracts submitted by a single research group.
 2. An abstract that fails to meet these criteria will be considered a duplicate.
 3. Duplicate abstracts from a single research group will be rejected.
- **Prior Publication:** Abstracts are not to be submitted for consideration if the work covered is to be published or presented at a major national or international meeting prior to the 2020 ATS International Conference. Abstracts of work presented at local or regional meetings may be submitted for consideration. If the abstract is only presented at a local meeting that abstract should not be posted on a publicly available website (or appear in another journal prior to the ATS Conference, even if it is just the abstract that is being published).
- **Embargo Policy:**
It is the policy of the ATS that all scientific research-related content included in an abstract to be presented at the ATS International Conference be withheld until after the abstract has been presented at the conference. This includes all interim and final results, whether or not endpoints were met and any other data that would indicate study results.

Exceptions will be granted on a case-by-case basis if:

- the company in question can demonstrate that it is legally-mandated to issue a news release prior to the conference
OR
- study results have been submitted to ClinicalTrials.gov.

Data or numbers should not be included in a news release; the scientific content should include only legally required information.

The research-related content of the release should also state that the final results will be presented at the ATS International Conference, if that information has been confirmed.

Any questions about the policy should be directed to Dacia Morris, Director, Communications and Marketing, at dmorris@thoracic.org or 212-315-8620.

- **Research Funding Source:** All abstracts must specify funding source: i.e., pharmaceutical firm name, grant name and source or other specific funding source. Compliance to this rule is a prerequisite for review. **Abstracts of research funded by tobacco industry sources (whole or in part) will not be considered.** If you have no specific funding source, please indicate "none."
- **Authors:**
 - The person submitting the abstract will automatically be the Presenting Author. The Presenting Author will be listed first.
 - The Presenting Author **cannot** be modified for any reason after January 29, 2020.
 - The submitter (Presenting Author) is responsible for ensuring that all co-authors have agreed to be listed on the abstract and have knowledge of the abstract submission.
- **Disclosure:** The Presenting Author of this abstract must complete the 2020 Abstract Author Disclosure Questions. All financial support received from commercial entities for the work submitted must be declared, as well as any other personal financial interests that could be perceived as a potential conflict of interest relevant to the work submitted. Examples include any payment received from or investments held in companies that are relevant to the subject matter of the abstract, and any patents or other intellectual property that could be perceived to be affected financially by the outcome of the work submitted. Authors are also required by ATS to disclose all payments or services received from the tobacco industry and/or other industries marketing inhalant products to consumers, including non-tobacco nicotine delivery products and cannabis products. *Abstracts of research supported by tobacco industry sources (whole or in part) will not be considered for acceptance. Abstract authors affiliated with a tobacco industry entity at any time during the twelve months preceding the 2020 ATS conference (or during the conference or if expected to be affiliated by the end of 2020) are also ineligible to participate as planners or speakers for ATS 2020 sessions including all scientific symposia and courses.* Involvement with non-tobacco nicotine delivery products or cannabis products does not automatically exclude a person from ATS roles, including acceptance of conference abstracts, unless the entity is involved in tobacco industry-related.
- **Abstract Length:** The total word count of an abstract may not exceed 400 words. Note: The 400 word count is for the abstract body (title, authors' information, institutions, tables, images and spaces between words will not count towards the 400 word count).
- **Accuracy:** Responsibility for accuracy rests with the Presenting Author.

- **Abbreviations:** When using abbreviations, spell the full name out on first mention and follow with the abbreviation in parentheses. Do not abbreviate compounds in the title of the abstract. Use of unfamiliar abbreviations may be grounds for rejection unless definitions are supplied in the abstract.
- **Table/Graph/Image:** A maximum of 1 Table OR 1 figure can be included per abstract in JPG, JPEG or GIF format only. When including a table it is recommended to save the table as an image and then upload it in to the abstract body. The image will not count towards the 400 word count. **Please note: If you choose to include a high-quality table or figure, make sure it is legible (for review and publication).**
- **Category:** There will be a step-by-step process to complete when choosing a category and review group: 1) choose the classification; 3) choose the discipline; 4) choose the subclassification; 5) choose reviewing Assembly.

CORRECTIONS/SUBSTITUTIONS/WITHDRAWALS

- You can log off at any time without submitting your abstract and return to continue your work at another time. As long as you do not formally submit the abstract, it can be edited and revised online as many times as you wish but before the deadline.
- If you wish to withdraw your submitted abstract before the deadline **Wednesday, January 29, 2020 (5:00 pm Eastern Time)**, follow these steps:
 - Log in to the submission system
 - Click on the abstract title.
 - Click **Review My Work** and scroll to the end of page.
 - Click on **Delete this Submission** button.
 - Abstract submission fee is non-refundable.

To withdraw the abstract after the deadline **Wednesday, January 29, 2020**: Presenting Author must contact support staff via email at ats@support.ctimeetingtech.com. Provide the abstract ID# and title. No abstracts will be withdrawn after **January 29, 2020**.

- If a correction is required to your submitted abstract before the deadline **Wednesday, January 29, 2020 (5:00 pm Eastern Time)**, follow these steps:
 - Log in to the submission system.
 - Click on the abstract title.
 - Click **Review My Work** and scroll to the end of page.
 - Click on **Delete this Submission** button.
 - Then re-submit by clicking the **+New** button.
 - Please note that you will be required to pay the fee for a re-submission and the fee for the previous submission will not be refunded.
- **No corrections will be allowed after the deadline:**

**Wednesday, January 29, 2020
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Please proofread and edit your abstract carefully before submission!

ABSTRACT REVIEW/PROGRAMMING

- Abstracts that meet acceptable scientific and ethical standards and that contain data not previously published or presented will be considered.
- The International Conference Committee reserves the right to reject abstracts based not only on fulfilling submission criteria, but also on relative merit and the special scheduling requirements of the Conference
- You are allowed to state your presentation preference, however, the International Conference Committee will decide on the presentation format of all accepted abstracts (oral or poster). The decision of the presentation format is final.
- Abstracts can be programmed in the following session formats:

Mini Symposium: These half-day sessions (2 hours) are made up of thematically-related abstracts presented as oral presentations. A MS has slots for 8 abstracts. Each abstract (slot) is assigned 15 minutes for presentation (10 minutes for presentation and 5 minutes for discussion).

Poster Discussion Session: These half-day sessions (2 hours) are made of thematically-related abstracts which are programmed as poster presentations with a viewing and a discussion period.

RAPiD: Rapid Abstract Poster Discussion: These half-day sessions (2 hours) are made of thematically-related abstracts which are programmed as poster presentations with a viewing and a discussion period. The session begins with each author orally presenting a very brief summary of their research with the use of 1 PowerPoint slide, which must be submitted prior to the conference, followed by the traditional poster display/viewing period and discussion of the poster themes. If the author does not submit a summary slide, he/she cannot participate in the summary presentations.

Thematic Poster Session: These full-day sessions are made up of thematically-related abstracts which are presented in the poster format. Authors are given a specific time to be by their posters at which time the audience can discuss their work with them on a one to one basis.

All Committee decisions regarding abstract schedule are final.

ABSTRACT PRESENTATION

- The **Presenting Author** (submitter) of accepted abstracts will be expected to present the study at the International Conference.
- Authors scheduled for a poster presentation will be assigned poster board space for a specified period and will be expected to display illustrative material (graphs, charts, and tabular matter).
- Authors scheduled for oral presentations will have 10 minutes for PowerPoint presentation followed by 5 minutes for discussion.
- If accepted, the Presenting Author is required to pay all fees associated with the Conference, including travel, housing and conference registration.
- Under no circumstances will changes be made to the abstract schedule.

E-M AIL NOTIFICATION

- Notification of abstract acceptance or rejection will be sent electronically to the **Presenting Author** in mid-March 2020 at the email address provided in the online submission.
Please note: Check both your inbox and junk mail folder for your email notification.
- It is the responsibility of the Presenting Author to ensure that the email address is correct because correspondence relating to the abstract will be sent to this address.
- If you have not received notification by the end of March 2020, please contact ats@support.ctimeetingtech.com or conference@thoracic.org.

PUBLICATION

All accepted abstracts will be published by the American Thoracic Society in the Online Abstract Issue in May 2020. Final decision regarding publication of other abstracts is the responsibility of the ATS International Conference Committee.

Accepted abstracts will also be available in the Online Program Itinerary, Mobile App, and Abstracts2view USB as follows:

- Online Program Itinerary in April 2020
- Mobile App – May 2020s
- Abstracts2view USB – May 2020

ONLINE SUBMISSION NOTES

This section contains information to guide you through the online submission process. We recommend that you print this page and use it as a reference during this process.

- Click the steps on the left side of the screen and complete each section. Be sure to carefully follow the instructions within each section.
- Save your work by clicking **Save and Continue** button. This does not submit your abstract for review. Be sure to save your work before logging off the site.
- You can log off at any time without submitting your abstract and return to continue your work at another time. As long as you do not submit the abstract, it can be edited and revised online as many times as needed.
- Add codes for any special formatting, symbols, and any Greek characters using the **Special Character Chart** link.
- Verify that your abstract is correct by clicking **Review My Work**.
- Print out and proofread the abstract preview to verify that it is correct before completing the submission process. REMEMBER: Once you complete the submission process, an additional fee will be required to re-submit a new abstract.
- Click on **Finalize and Submit** button, but ONLY when you are sure that your abstract is complete and in final form.
- Payment of the submission fee must be completed on the credit card screen to complete submission of your abstract.

ATS Late-Breaking Abstracts 2020

Email: ats@support.ctimeetingtech.com

Phone: 217-398-1792*

*(8:00 AM - 5:00 PM Eastern Time USA, Monday - Friday).

Deadline: All abstracts must be submitted by

Wednesday, January 29, 2020, 5:00 PM Eastern Time.

If not submitted by this date, your abstract will not be considered.