

2014 AANS/CNS Section on Pediatric Neurological Surgery Annual Meeting Abstract Submission Guidelines

Submission Period: May 14 – Aug. 11, 2014. The submission portal closes at 5 p.m. CDT on Aug. 11, 2014.

How do I submit an abstract?

Visit: <https://myaans.aans.org/MyAANS.aspx> and login to MyAANS.

Pediatric Section Members: You can login to the abstract center using your MyAANS account user name and password.

Non-members: (This includes residents, advanced practice providers and students) If you have previously submitted an abstract, you may already have a user name and password. If you cannot remember your user name and password please go [here](#) for assistance in getting that information. For registration purposes, it is critical that you do not create a duplicate membership record.

If you are not a member and have not used the abstract center before, you can register [here](#).

When is the submission deadline?

Monday, Aug. 11, 2014, at 5 p.m. (CDT)

What are the presentation formats?

Oral Presentation – The highest ranked abstracts will be selected for presentation in one of our ten Scientific Sessions being held on Wednesday, Thursday and Friday of the meeting.

Poster Presentation – These selected abstracts are invited to display a 4'x8' poster board for viewing throughout the meeting. New for 2014—two poster awards will be given: one for top basic science research and one for top clinical research. Judging will be conducted during the meeting. There is no actual “presentation time”.

What information is required to complete a submission?

1. **Presenting Author** – individual who is submitting the abstract. All correspondence will be done via email with the presenting author.
2. **Title** – As an example, a properly formatted title would read: Neurosurgery Research Principles and Dynamics, not Neurosurgery research principles and dynamics.
3. **Abstract Body** – This includes an Introduction, Methods, Results and Conclusion. Abstract text is limited to 254 words.
4. **List Authors** – A total of up to 12 list authors can be included. Their full name with credentials, city and state or country **must be included**.
5. **Presentation Preference** – Please note whether the preference is oral or poster.
6. **Additional Information** – This includes elements such as study design, award consideration, previous submission of abstract, previous presentation of abstract, sponsor (required) and FDA

Approval. **Please note:** Check the appropriate box(es) to be considered for the Hydrocephalus , Shulman and American Academy of Pediatrics/Section on Neurosurgery (AAP/SONS) awards.

7. **Disclosure** – This is required for presenting author, as well as agreement with **Terms and Conditions**.

8. **Review Work**

9. **Submit**

- Please note: Abstracts selected for the 2014 AANS/CNS Section on Pediatric Neurological Surgery Annual Meeting cannot contain advertising, trade names or a product-group message. Please include generic names or terms in your abstract content. If the abstract includes trade names, names from several companies should be used, not just trade names from a single company to present all available treatment options. If trade names or company names are included in your abstract, the AANS reserves the right to remove them to ensure all scientific content is free from commercial bias.

Can I edit my submission?

Yes, you may make any edits until the **submission deadline on Monday, Aug. 11 at 5 p.m. (CDT)**. This includes changing title, adding or deleting authors or changing the abstract body. Once the review process begins **no changes** are allowed to the submissions, **no exceptions**. Please note that any typographical errors, spelling issues, improperly formatted titles, etc., will NOT be edited by anyone at AANS. It is the responsibility of the submitter to review and verify all work submitted.

Can I submit charts, graphs or images with abstract submission?

No, the AANS does not allow for any of the above in the abstract submission process.

How will the abstract be available to meeting attendees?

All oral and poster abstracts will be available on the Annual Meeting App. The abstracts will be published exactly how they are submitted, **no exceptions**. **Proofread your abstract** before it is submitted to avoid errors.

What is the review process?

Each submission is blindly reviewed by a group pediatric neurosurgeons and the Annual Meeting Program Committee.

Who do I contact if I have a question or a problem submitting an abstract?

Please contact abstracts@aans.org

Important Dates for the 2014 AANS/CNS Section on Pediatric Neurological Surgery Annual Meeting Abstract Center

- Submission Site Opens – Wednesday, May 14, 2014
- Submission Site Closes – Monday, Aug. 11, 2014, at 5 p.m. CDT
- Abstract Notifications – emails will be sent in mid-September to each submission's presenting author.
- Oral Presentations due to Freeman AV – Tuesday, Nov. 18, at 5 p.m. CDT.