

Abstract Submission

Please keep in mind the following items when you are entering your author information:

1. The authors will be printed in the order you enter them.
2. Enter each author and their affiliation on a separate line.
3. Enter only the authors' first name initial and middle name initial. Please do not include a period after the initial. (Example AB Smith) Full first and middle names are not printed.
4. Separate the author's name and affiliations with a comma. Ex (AB Smith, University of Alabama).
5. Double check author affiliations. Please note that authors may have more than one affiliation.
6. If you have more than one affiliation, make sure you double check that the authors are listed with the correct affiliation.

Online Abstract Submission Instructions

1. Submitting an abstract

A. Important information

1. If you are submitting more than one abstract you can use the same account, email address and password, for each abstract.
2. Abstracts should be no more than 250 words in length—not including Title, Authors, or Affiliations.
3. Use of graphics, graphs, or tables in the abstract is not permitted.

B. Preparation of your abstract

1. The work covered by the abstract must not have been published in full or abstract form.
2. The title should be as brief as possible but long enough to indicate clearly the nature of the study. Capitalize the first letter of each word. No full stop at the end.
3. Do not enter authors and affiliations in the title or body of the abstract. You will be prompted to enter this information online during the submission process.

4. Abstracts should state briefly and clearly the purpose, methods, results, and conclusions of the work. (The headings listed below should not be included in the abstract.)

Introduction:	Clearly state the purpose of the abstract
Methods:	Describe your selection of observations or experimental subjects clearly
Results:	Present your results in a logical sequence in text, tables and illustrations
Discussion:	Emphasize new and important aspects of the study and conclusions that are drawn from them

C. Abstract submission

1. Log in to the submission system when you have prepared your abstract - enter your email address and the password you provided when you registered with the system.
2. You will be taken to a screen from which the submission process starts. Please select the track in which you wish to present. Note that your abstract may be switched to another track.
3. Submitting an abstract is a multi-step process. Step may have multiple parts. Some items are marked "required" and you will not be able to complete your submission until these items have responses.

2. Amending a submission

You may wish to modify an item on the submission form, or modify the abstract text.

1. Log in to the submission system.
2. You will see a list of the abstracts that you have submitted. Select the abstract that you wish to change.
3. The process of amending an abstract is the same as the original submission process, except that the submission form will include the responses that you gave previously – you don't have to change an answer if you don't want to.
4. When you reach the final step and press "Finish" you will be sent an email confirming that your abstract has been amended – provided you have answered all the mandatory questions.

3. Withdrawing an abstract

If you want to withdraw an abstract please contact the conference administrator by email:
emshq@emgs-us.org.