Abstract submission guidelines

The abstract submission site opens Friday, September 11, 2015. The Submission deadline is Friday, October 30, 2015.

Abstract submission website is at https://spr.confex.com/spr/spr2016/cfp.cgi

Society for Prevention Research 2016 Annual Conference Call for Papers
http://www.preventionresearch.org/wp-content/uploads/2015/09/SPR2016CFP.pdf

IMPORTANT INFORMATION YOU NEED TO KNOW:

1. **Make sure to keep/print out your email notifications. Each abstract that you submit has its own ID# and password which you'll need to access the abstract.**
2. **Chairs/Organizers of organized paper symposium, organized poster forums and the new "20 x 20" presentations must submit all abstracts within the session. The Confex system automatically links all abstracts within a session. Remember that all abstracts within a session must have the same theme.**
3. **Word/character limit: There is a 2800 character limit for each abstract which is approximately 400 words.**
4. **No tables or figures are permitted. References are not required.**
5. **Please do not include the names of chairs, authors and discussants in your abstracts. Abstracts are reviewed in a "blind," peer-review.**
6. **Please contact the SPR staff for assistance. So that you can complete your submission as efficiently as possible we're happy to guide you through the process. Email jenniferlewis@preventionresearch.org or dj@preventionresearch.org or call 703-934-4850, ext. 213.**

Abstract Submission Guidelines and Instructions

The SPR abstract submission website is at https://spr.confex.com/spr/spr2016/cfp.cgi.

The abstract submission website is open as of Friday, September 11, 2015.

The abstract submission deadline is Friday, October 30, 2015, 11:59 pm Pacific

- Abstract Submission Guidelines and Instructions (PDF)
- Abstract Review Criteria (PDF)

Information for Authors

All SPR abstract submissions for the 2016 Annual Meeting will be submitted via the Confex Abstract Management Site at https://spr.confex.com/spr/spr2016/cfp.cgi. The Confex site will be available for submissions beginning Friday, September 11, 2015. To facilitate reviews and scheduling, all abstracts must be submitted via the website by **Friday, October 30, 2015, 11:59 pm Pacific**. If you have ANY questions about the annual meeting or program content, please contact Jennifer Lewis, SPR Executive Director at jenniferlewis@preventionresearch.org or 703-934-4850, x213. For urgently needed technical support, phone +1 (401) 334-0220 between the hours of 8:30 AM and 6:00 PM Monday through Friday, US Eastern Standard Time (GMT - 05:00).

Deadline for Submission and Other Important Dates

The online abstract submission site is open as of Friday, September 11, 2015.

The abstract submission deadline is Friday, October 30, 2015, 11:59 pm Pacific.

Presenting Author Acceptance notifications will be e-mailed in early-March 2016.
Presenting Author Schedule notifications will be e-mailed mid-April 2016.
The complete schedule will be available mid-April 2016.

Author Instructions

Each abstract submission may contain a maximum of 2800 characters (including spaces) which is approximately 400 words. Tables and Figures are not allowed. References are not required.

Given the limited time and rooms for oral presentations, we are especially interested in organized paper symposia, organized poster forums and the new "20 x 20" presentation format that include authors from a variety of research groups and from more than one project. The Program Committee also encourages organized paper symposia, organized poster forums and the new "20 x 20" presentation format consisting of several authors from single research studies, such as multi-site and/or longitudinal studies.

We encourage authors to consider submitting an individual poster presentation and the new "20 x 20" presentation format. We seek broad participation in the conference, and many individual poster presentations can be accommodated. We will again combine the two evening poster sessions with receptions to enhance camaraderie.

Please note that all submissions must be in English.

Abstract Types

Individual Paper Presentation
Abstracts of individual research papers may be submitted for a 15-20 minute oral presentation. A maximum of three individual papers will be grouped together based on a theme and similar content within a 90-minute concurrent session. A volunteer chair will facilitate an extended period of open discussion following the three oral paper presentations.

When submitting an individual paper presentation, your abstract will be reviewed as an individual paper. However, authors are encouraged during the abstract submission process to indicate their willingness to present an individual poster and/or a paper within the new "20 x 20" presentation format, if your submission cannot be scheduled as an individual paper in a session with 2 other individual papers due to the limitations of meeting time and space.

Individual Poster Presentation
Poster displays allow presenters to discuss their research with interested colleagues during a two-hour block of time. The poster sessions will be held in the early evening along with a reception, and will not compete with any other sessions. Please note there is a separate [NIDA International Poster Session](#) (select the category/theme "NIDA International Poster Session" when submitting to this session).

Organized Paper Symposium
An organized paper symposium provides for multiple oral research presentations to be made on a **single theme** involving a brief introduction by the chair, 3 (minimum/maximum) presenters, with one discussant (encouraged, though optional) and open discussion from the floor. The concurrent session is 90-minutes. Presenters have 15 minutes to present the core content and the discussant has 15 minutes to comment upon the presentations with 30 minutes reserved for interactive discussion, facilitated by the chair, between the presenters and the session audience. An abstract should be submitted that describes the overall symposium, and separate abstracts should be submitted for each proposed presentation (that is, 4 abstracts should be submitted for a symposium with 3 presenters). **One person should submit all components of the organized paper symposium.**

Organized Poster Forum
An organized poster forum provides for multiple, 4 minimum/8 maximum, poster research presentations to be made on a single theme. Posters will be displayed for a 45-minute period allowing time for presenters to individually discuss their research with the session audience as they move through the posters. 15 minutes is allocated for comments from a discussant (encouraged, though optional) and 30 to 45 minutes (if no discussant) of general discussion, moderated by the chair, between the presenters and the session audience. This year, using the Confex online abstract submission system, **one person should submit all components of the organized poster forum.**

Organized "20 x 20" Presentation - New format for 2016

An organized "20 x 20" presentation provides for multiple oral research presentations to be made on a **single theme** involving a brief introduction by the chair and 6 (minimum/maximum)

unique presenters (not including the chair, a presenter may not present more than 1 time in the session). Presenters have 15 minutes total for their presentation and active discussions/questions. Each presenter may present a maximum of 20 slides. A maximum of 2 slides each should be dedicated to the introduction and discussion. An abstract should be submitted by the chair that describes the overall session, and 6 separate abstracts should be submitted for each proposed presentation (that is, 7 abstracts should be submitted for a symposium with 6 presenters). **One person should submit all components of the organized "20 x 20" presentation.**

Roundtable Discussion/Scientific Dialogue
A roundtable discussion/scientific dialogue (RD/SD) does not present research findings, but rather addresses an area or issue of fundamental importance to the field, in a format that encourages a lively exchange of different points of views. Examples include training and funding opportunities in prevention, priorities in prevention, and advocacy for the use of scientific approaches to prevention. The RD/SD chair and the required panel of five (5) discussants often include members/people outside the research community. The 90-minute RD/SD should include a brief introduction clearly outlining the issues presented by the chair followed by each of the discussants elaborating on their different viewpoints and perspectives on the issue. Then the chair facilitates extended open discussion with the session audience and the discussants. The RD/SD abstract submission should include only one abstract (unlike an organized symposium), which includes an outline of the issue and varying viewpoints that will be elaborated upon. Please note the panel must include 1 chair and 5 discussants. In the interest of providing an atmosphere of open discussion the meeting room will be set up so that seating is in the "round." A flip chart will be provided should someone be interested in capturing the highlights of the discussion.

Technology Demonstration
Abstracts are encouraged that describe prevention-related technology and science-based prevention program materials. A technology demonstration session will be presented during the conference for "hands-on" presentations of technology, such as statistical analysis programs, data collection instruments and techniques, literature search techniques, or science-based prevention curricula. The technology demonstrations will be held in the same area as the evening poster sessions. A table chairs and a power outlet will be provided. Please note that Internet access will not be provided without a charge incurred by the presenting author.

Sample Abstracts

Please see the following links for examples of five (5) model abstracts. These examples are included to provide guidance to authors; however, there may be instances in which another format is preferable depending upon the nature of your research and your proposed presentation.

(1)   Organized Paper Symposium (PDF)
Introductory session abstract AND individual paper abstracts within an organized paper symposium. This model is also appropriate for an Organized Poster Forum introductory session AND individual poster abstracts within an Organized Poster Forum, as well as, the new Organized 20 x 20 Presentation format.

Author Roles

All persons associated with an abstract submission shall be included in the abstract author information. Please select author roles carefully. To maximize participation in oral presentations a limit on two Presenting Authors abstract submissions has been instituted. Oral presentations are limited to TWO per person, therefore when inviting your presenters for an organized symposium; confirm that they have not already committed to more than one other organized symposium presentation or individual oral presentation. Chairing a symposium or being a discussant does not count as an oral presentation.

Submitter – This individual is responsible for entering all abstract information and may or may not be an author or presenter.

Presenting Author – This individual is the presenter for oral (both individual papers or within an organized symposium) and poster presentations and technology demonstrations. This individual must attend the meeting. There is a minimum and maximum of one Presenting Author per submission. A presenting author is limited to TWO oral presentations in the meeting. The presenting author is **ALWAYS LISTED FIRST IN THE PROGRAM.**

First Author – This individual is the primary author of the abstract and/or research paper. The primary author may or may not be a presenting author and may or may not attend the meeting. During the Author entry step you may order the authors as to how they should be listed in the program.

Co-Author – This individual(s) is a co-author on the abstract and/or research paper. Co-authors may or may not attend the meeting. There is no minimum or maximum requirement for Co-Authors. During the Author entry step you may order the authors as to how they should be listed in the program.

Chair/Organizer – This individual organizes the symposium, roundtable/scientific discussion, poster forum or "20 x 20" presentation. The chair/organizer is responsible for coordinating the presenters' abstracts, selecting the theme for the submission (note all abstracts within an organized session must have the same theme) and that the presenters and discussant attend the meeting. The Chair/Organizer acts as moderator to ensure presenters keep to the 15-minute time limit and to facilitate the open discussion segment of the session. The Chair/Organizer must attend the meeting. There is a minimum and maximum of one Chair/Organizer for an organized symposium, roundtable/scientific dialogue and poster forum.

Discussant – This is an optional role in organized symposia and poster forums and a required role in roundtable discussions/scientific dialogues. Discussants are not expected to give presentations. In an organized symposium/poster forum a discussants role/goal is to identify common themes among the presentations, clarify the big-picture, and integrate the research

presentations. In a roundtable/scientific discussion a discussants role is to elaborate on varying perspectives within the specified area or issue. Discussants are not limited to the number of organized symposia or roundtable/scientific dialogues in which they participate.

Note to ALL Presenting Authors, Chairs and Discussants: If your abstract(s) and session(s) are accepted you are required to register for the meeting.