CALL FOR ABSTRACTS
HILTON BALTIMORE • BALTIMORE, MARYLAND

SUBMISSION SYSTEM OPENS: JULY 1, 2020
SUBMISSION DEADLINE: AUGUST 11, 2020

CALL FOR ABSTRACTS
The SRNT 2021 Annual Meeting may be a hybrid (part in person, part virtual) or entirely virtual, depending on how things play out in the coming months. A final decision about the meeting format (face-to-face hybrid virtual component vs. entirely virtual) will not be made for some time. In the meantime, attendees should not hesitate to submit for fear of being unable to travel. Rest assured that the meeting, no matter the chosen format, will feature keynote speakers, symposia, podium sessions, poster presentations, and networking that the SRNT community has come to know and love.

SRNT encourages submission of abstracts describing cutting-edge research in nicotine and tobacco. Abstracts should summarize empirical research findings that have not been published or presented elsewhere before the meeting. The Society invites submissions for organized symposia as well as individual paper and poster presentations. All abstracts will be evaluated on the basis of scientific merit by peer review. Additionally, preference for symposia will be given to those submissions that address a substantive issue by integrating across two or more different areas of SRNT research (i.e., pre-clinical, clinical, and public health/policy/epidemiology). The SRNT Program Committee will make decisions regarding acceptance of submissions and notify presenting/lead authors in November 2020.

Authors will have the opportunity to edit their submitted abstract until the August 11, 2020, deadline. Authors will sign in with their same username and password as the SRNT website, which will allow them to review, edit, and update their abstract submission(s). Please note that abstracts describing “In Progress” will not be considered for program inclusion, nor will abstracts that do not present empirical findings. Funding information is required for all submissions.

DEADLINE FOR RECEIPT OF ABSTRACTS Submissions must be received electronically and no later than 11:59 p.m. PST on Tuesday, August 11, 2020, to be considered for inclusion in the program. Please review the submission instructions carefully.

All presenters will be expected to register (and pay) for the meeting. Notification of acceptance or rejection of abstracts will be emailed to the designated presenting/lead authors in early November 2020.

ABSTRACT REGISTRATION
Abstract submission links will be provided by SRNT on July 1, 2020. When the submitter clicks on any of the links, they will be able to create a new submission or edit an existing submission. Further detailed instructions will be provided on the SRNT 2021 Annual Meeting website at the time of the Abstract System opening.

CONTACTING TECHNICAL SUPPORT
For help with technical issues regarding the use of this system, call 217-398-1792 or email srnt@support.ctimeetingtech.com. For any other questions or comments, please contact the Society directly at abstracts@srnt.org.

CREATING A NEW SUBMISSION
Once you have created an account and logged in to the COASIS system, you will find information regarding available meetings and activities for the collection of the submissions. Different activities might require different information to complete the submission. If you have all your information prepared before beginning the process, it should take only about 15-20 minutes to complete the submission.

Each submission is divided into several steps to make the process as smooth as possible:

1. Upon creating a new submission, you will be asked for a Title and to affirm any necessary statements that are basic requirements for abstract consideration.

2. Next, the system will create a record of your information regarding this submission and will assign a tracking number (called a Control Number) for this submission. The Control Number will appear on most of the pages within the site, and you should use it in any correspondence regarding the submission. Any resulting information sent to you will refer to this Control Number. This Control Number also will be included on the Submission Home Page, which displays all your current submission records, as well as an identifier that shows whether or not you have completed the submission.

3. Once you have completed your submission, a summary confirmation page will be displayed, which you can print and keep for your records. This confirmation page also will contain your Control Number.
PRESENTATION FORMATS
The following are presentation formats for the 2021 Annual Meeting:

PAPER ONLY
Abstracts that receive high peer-reviewed ratings and cluster around common themes will be selected for oral presentations of approximately 15 minutes each. Please note that program time constraints limit the opportunity for lengthy oral presentations. Unlike the “Paper or Poster” option, abstracts submitted as “Paper Only” will NOT be considered for a poster presentation.

PAPER OR POSTER
Abstracts that receive high peer-reviewed ratings and cluster around common themes will be selected for oral presentations of approximately 15 minutes each. Please note that program time constraints limit the opportunity for lengthy oral presentations. Any abstract submitted under the “Paper or Poster” option that is not selected for an oral presentation automatically will be considered for a poster presentation.

POSTER ONLY
Poster sessions allow presenters to discuss their research with interested colleagues over a period of 90-120 minutes in an informal setting. No other sessions will coincide with the poster sessions to maximize exchange of results and promote communication among researchers with common interests. Poster submissions judged to be especially rigorous and significant may be selected for presentation as a paper (if the author agrees).

SYMPOSIA
Selected symposia examine important issues from a variety of perspectives and have compelling supporting data. Over a 90-minute period, three or four speakers (abstracts) and a discussant present and/or debate alternative solutions, interpretations, or points of view on a body of knowledge. Please note that symposia submissions are reviewed competitively and that not all submissions will be included in the final program. Preference will be given to symposia that are especially timely, or that span a range of disciplines. Again this year, individual symposium presenters will have the option of having their abstract considered as an oral paper or poster presentation, in the event that the overall symposium is not selected for presentation at the meeting.

TOPICS
Each presenting/lead author will be asked to select one of the following topics in which his or her abstract submission will be reviewed: Basic Science, Clinical, Public Health, or Policy.

NOTE: Each presenting/lead author will be asked to respond to the following statement: Please describe in one sentence any potential translational applications of this study or topic to informing clinical research, clinical practice, public health, or policy.

KEYWORDS
Each presenting/lead author will be asked to select two of the following keywords that best describe the abstract submission.
ABSTRACT SUBMISSION INSTRUCTIONS
SRNT uses an electronic process for the submission of abstracts. The correspondent/submitter needs Internet access and an email address. Electronic submissions must be received by 11:59 p.m. PST on Tuesday, August 11, 2020, to be considered for inclusion in the program.

When preparing an abstract for submission, please carefully follow the instructions below:

• All abstracts must be prepared in plain text, in English, with no embedded symbols or formatting characters. Submissions may not include charts, graphs, tables, or references. Please spell out the symbols (alpha, beta, microns, picomolar, etc.) or translate them (mean, chi square, etc.) in your abstract submission.
• Limit the abstract to 2,200 characters in length (including spaces but NOT including title, authors, or funding information). Include author names and the presenting/lead author’s name and address.
• IMPORTANT: Data presented in the abstract as “work in progress” will not be considered for program inclusion.
• If accepted, your author-prepared abstract will be published exactly as it appears on your electronic submission. With your cOasis username and password, you will be able to make changes to your abstract until 11:59 p.m. PST on Tuesday, August 11, 2020. (No changes will be allowed after the Tuesday, August 11, deadline.)
• Ensure that each abstract reveals all sources of funding for the work described. Abstracts cannot be submitted without funding information.
• A key word index is included above in the 2021 Annual Meeting Proceedings. Please select two key words to describe your abstract presentation.
• Please provide a complete mailing address, including email address, with your submission. The SRNT Office will communicate ONLY with the presenting/lead author through the email address given at the time of submission. It is the responsibility of the presenting/lead author to communicate with the rest of the authors. Should this email address change at any time, please notify the SRNT Office immediately so that you receive timely correspondence regarding your abstract submission.
• Proofread your submission. If included in the program, your author-prepared abstract will be published exactly as it appears on your electronic submission. SRNT is not responsible for author errors.
• Consider submitting your abstract earlier than the deadline. SRNT welcomes early submissions!
• Each presenting/lead author will receive an email confirmation from the submission system within 24-48 hours of abstract submission. Please keep a copy of this confirmation email for any late editing of your abstract. If you do not receive an email response within 48 hours, SRNT did not receive your abstract. In this case, it is your responsibility to contact the SRNT Office via email at: abstracts@srnt.org.

NOTE: Symposia submissions can include an indication for a separate peer-review of each abstract (for presentation as paper or poster) if the overall symposium submission is rejected.

DISCLOSURE AND CURRICULUM VITAE INFORMATION
IMPORTANT! All authors (paper, poster, symposium) are required to complete a financial disclosure form and submit a curriculum vitae. The disclosure information and a place to upload your curriculum vitae will be a part of the abstract submission system.

SRNT must have this information on file for ALL authors. Oral presenters who do not submit these forms will not be allowed to present at the 2021 Annual Meeting. An oral presenter is anyone giving any type of oral presentation (e.g., paper, symposium).

SYMPOSIUM SUBMISSIONS
PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION:

• As the person submitting the symposium, it is entirely your responsibility to communicate any acceptance or rejection notices or other SRNT notices to all the symposium authors in your group.
• All symposium authors within your group are required to submit a financial disclosure and biographical sketch or they will not be allowed to present at the meeting. This required information will be collected by SRNT’s CE provider between the December 2020-January 2021 timeframe for CE credit.

ADDITIONAL PRESENTATION SUBMISSION INSTRUCTIONS

SYMPOSIA
For abstracts to be considered for a Symposium format, please follow these additional instructions:

• Prepare a summary abstract of the symposium as a whole (less than 2,200 characters, including spaces but NOT including title, authors, or funding information). List the names and affiliations for the symposium chair, each presenter, and the discussant, as well as the name and address of the presenting/lead author. Provide a concise description of your proposed presentation in narrative form.
• Prepare separate abstracts for each paper in the symposium. Adhere to the general abstract guidelines for all individual symposium paper abstracts (e.g., 2,200 character limit including spaces but NOT including title, authors, or funding information; English text, etc.).
• Each symposium presenter within your group will be required to submit a financial disclosure and biographical sketch or they will not be allowed to present at the meeting.
• The symposium chair will be responsible for corresponding with each presenter. The SRNT Office will send all correspondence to the symposium chair only. As the person submitting the symposium, it is entirely your responsibility to communicate any acceptance or rejection notices or other SRNT notices to all the symposium authors in your group.
• Please note that your symposia submission will require additional information—three learning objectives for CE credit.
RAPID RESPONSE ABSTRACT SUBMISSION
MARK YOUR CALENDARS-Earlier Rapid Response Abstract Submission Window! The Rapid Response Abstract System will open early November 2020. The deadline for submitting a rapid response abstract will be in early December 2020. Instructions and forms for online abstract submissions of rapid response posters will be available on the website in November 2020.

In addition to meeting the requirements for all SRNT abstracts detailed above, rapid response submissions should describe cutting-edge, late-breaking research findings in nicotine and tobacco. Rapid response abstracts should describe data or analyses that were not available at the regular submission deadline in August 2020.

COLLECTION TECHNICAL SUPPORT
For help with technical issues regarding the use of this system, call 217-398-1792 or e-mail srnt@support.ctimeetingtech.com.

Should you have additional submission questions, please contact the SRNT National Office via email at abstracts@srnt.org.

REMINDER: DID YOU COMPLETE DISCLOSURES FOR ALL PRESENTING AUTHORS LISTED?