



### **2020 RANZCOG ASM - Call for Abstracts**

Abstracts are invited for Free Communication (Oral) and Static Poster presentations for the Royal Australian and New Zealand College of Obstetricians and Gynaecologists 2020 Annual Scientific Meeting (RANZCOG 2020 ASM) being held in Hobart, Tasmania from Sunday 13 to Wednesday 16 September 2020. Abstracts are welcome on any of the areas of interest listed below; papers must not have been published elsewhere.

**The deadline for abstract submission is 5pm Monday 20 April 2020.**

Abstracts will be reviewed by the Organising Committee and will be selected using criteria such as:

- Clarity and appropriateness of the design and methods
- Relevance and appropriateness of the results and analysis
- Originality and relevance of the discussion
- Overall quality of the abstract
- Presentation of new research findings
- Relevance to women's health
- Utilisation of new technology in obstetrics and gynaecology
- Papers that challenge current thinking in obstetrics and gynaecology

All papers should be submitted by the person named in the program, except in the case of illness or other extenuating circumstances (approved by the Organising Committee). All correspondence will be sent to the submitting author.

Only one author per abstract can be nominated as the 'presenting author'. Please note that all presenters on the program must register for the meeting and pay the appropriate registration fee by the early bird deadline **Monday 6 July 2020**. It will be assumed any presenter not registered by this date has withdrawn their abstract from the program.

**Abstracts may be submitted in the following areas of interest:**

- General Gynaecology
- General Obstetrics
- Gynaecological Oncology
- Maternal Fetal Medicine
- Obstetrical and Gynaecological Ultrasound
- Reproductive Endocrinology and Infertility
- Urogynaecology



### **KEY DATES:**

#### **Friday 28 February**

Abstract Submission Opens

#### **Friday 28 February**

ASM Registrations Opens

#### **Monday 20 April 2020**

Deadline for receipt of abstracts

#### **Tuesday 21 April – Friday 29 May 2020**

Abstract review process

#### **Friday 5 June 2020**

Authors notified whether abstracts have been accepted

#### **Monday 6 July 2020\***

Early bird registration closes

\*Deadline for presenting authors to register

### **PRESENTATION FORMAT**

Authors will be required to indicate the preferred presentation format from one of the below options when submitting an abstract.

#### **FREE COMMUNICATION**

Free Communications will be allocated 10 minutes to present the research. Abstracts not selected for Free Communication may be eligible for Poster presentation. Please note that following acceptance of an abstract for Free Communication Oral presentation, the abstract shall not be presented to any other scientific body before the RANZCOG 2020 ASM.

#### **POSTER**

If you wish for your abstract to be considered for a Poster presentation only.

#### **FREE COMMUNICATION OR POSTER**

If you wish for your abstract to be considered firstly for Free Communication Oral presentation and secondly for Poster presentation (if abstract not accepted for Free Communication Oral presentation).



## POSTER PRESENTATIONS

The top 20 Poster presentations will be prominently displayed in the meeting venue; all other posters will be on display and also available for viewing by delegates on the Meeting App. Full instruction of the format and display of Posters will be detailed within acceptance notifications sent to nominated presenting authors.

## AWARDS AND PRIZES

The presentations will be judged onsite during the ASM. Prizes will be awarded for the following:

### **Aldo Vacca Award – Best Free Communication and Best Poster**

During the meeting prizes will be awarded to the Best Free Communication presented (Aldo Vacca Award) and Best Poster Presentation displayed.

### **RANZCOG Early Career Researcher Award**

A prize will be awarded to the Best Free Communication presented by an Early Career Researcher.

To be eligible, the presenting author must be a RANZCOG trainee or a RANZCOG Fellow five years or less post-Fellowship at the date of the meeting.

### **RANZCOG Early Career Researcher Award**

A prize will be awarded to the Best Free Communication presented by a Diplomat Researcher.

To be eligible, the presenting author must be a RANZCOG Diplomat Trainee or a DRANZCOG /DRANZCOG Advanced holder.

NOTE: Finalists of the RANZCOG Early Career Researcher Award and RANZCOG Diplomat Researcher Award will be invited to make a 10 minute. Remaining applicants may be invited to submit a Poster presentation. To be considered for either researcher award, please indicate on the online submission form eligibility of the presenting author when submitting an abstract and prepare the abstract in accordance with the *Abstract Preparation Guidelines* and *Abstract Submission Guidelines*.

## Preparation Guidelines

1. **Length:** The maximum of the main body of the abstract should be 250 words (i.e. excluding title, authors and institutions).
2. **Title:** The abstract title should reflect the main content and nature of the abstract while remaining as brief as possible; do not use abbreviations within the title.



3. **Structure:** Abstracts must be structured using the following format; any abstracts not following the correct structure may not be accepted.
  - a. **Structure of abstract for original research / systematic reviews**
    - i. Introduction
    - ii. Methods
    - iii. Results
    - iv. Discussion
  - b. **Structure of abstract for case studies**
    - i. Background
    - ii. Case
    - iii. Discussion
4. **Spelling and Grammar:** All abstracts should be written in English and thoroughly checked for spelling and grammar before submission. Use standard abbreviations only; place any unusual abbreviations in brackets after the word appears for the first time within the body of the abstract, abbreviations may be used thereafter.
5. **Layout and Format:**
  - a. Each abstract must be prepared in Microsoft Word. No other formats will be accepted.
  - b. The title of the abstract should be written in title case.
  - c. **As abstracts are blind reviewed please DO NOT include authors and affiliations in the abstract document itself. You enter these details into the relevant fields within the online abstract submission portal.**
  - d. Please refrain from using printed enhancements such as italics, under lining, bold text etc. Italics may be used for non-English words or scientific names where necessary.
  - e. Figures, tables, charts and graphs are not permitted in the initial abstract submission. These can be included in the published version.
  - f. Please ensure results are detailed within the abstract (abstracts must not state 'results will be presented at the meeting') and appropriate statistical tests have been used and reported.
  - g. Sources of funding should be indicated at the bottom of the abstract, as applicable.
  - h. Use generic names of drugs, where applicable.
  - i. References should be avoided or, if essential, should be kept to a minimum and presented in Vancouver (numbered) style. Note that all references will be included in the maximum abstract length (250 word total).
  - j. Please note abstracts may be re-formatted and edited for publication in the program handbook.

## 6. Changes to Final Abstract

Any necessary changes to your abstract must be made by the final submission date. Edits cannot be accepted after the submission deadline.



## SUBMISSION GUIDELINES

All abstracts must be submitted electronically via the online Abstract Submission Portal by the presenting author. The online portal can be accessed [here](#):

Authors wishing to submit more than one abstract may do so by clicking 'New Abstract' in the Presenter Portal (please avoid submission of several abstracts generated from the same study).

- Only one author per abstract can be nominated the 'presenting author'.
- All submissions must be accompanied by a maximum 80 word biographical paragraph of the presenting author. Biographical details will be used by the session chair for introductions purposes and may also be published in meeting literature.
- Submission of abstracts implies the author's agreement to publish the abstract in the meeting program handbook and other meeting literature as applicable.
- Abstracts accepted for Free Communication and Poster presentations may be provided upon request to media outlets promoting a specific presentation. Please note that submission of abstracts implies the author's consent.

## GENERAL GUIDELINES

Please note that all accepted presenters on the program must register for the meeting and pay the appropriate registration fee by the early bird deadline **Monday 6 July 2020**

Please ensure the following required information is available before beginning the online abstract submission process:

- Your contact details.
- The title of your abstract.
- Preferred presentation type (Free Communication or Poster Presentation).
- Name and organisation of your co-author/s, if applicable.
- Your (the presenting author's) brief biography (maximum 80 words). Biographies are to be written in full sentences (not dot points) and in third person.
- Your abstract prepared in the format specified under Abstract Preparation Guidelines. Failure to meet the specified deadlines or guidelines may result in exclusion from the program.

Submission of your abstract/s implies you have read, understood and comply with the Presenter Terms and Conditions. These are available to view within the Abstract Submission Portal (online submission facility) at the time of submitting your abstract.

## DOUBLE CHECK YOUR SUBMISSION

Once your submission is uploaded correctly, you will receive a confirmation email. If you do not receive this email, your abstract has not been uploaded correctly. The abstract will be found under the 'Edit Abstract' tab and you will need to submit it correctly.



If you have any concerns, please contact the meeting Secretariat by email to [asm@ranzcog.edu.au](mailto:asm@ranzcog.edu.au)

#### **ACCEPTANCE NOTIFICATION**

Acceptance or otherwise is at the discretion of the Organising Committee. Notification will be sent to the presenting author by **Friday 5 June 2020**. Full instructions for accepted presenters will be forwarded on acceptance of the abstract.

#### **PUBLICATION IN ANZJOG**

Abstracts accepted for Free Communication Oral or Top 20 Poster presentations may be put forward for publication in *ANZJOG* (Supplement) following the conclusion of the RANZCOG 2020 ASM; consent or otherwise should be indicated for each submitted abstract during the abstract submission process.

#### **FURTHER INFORMATION**

RANZCOG  
254-260 Albert Street,  
East Melbourne VIC 3002  
+61 3 9412 2930  
E [asm@ranzcog.edu.au](mailto:asm@ranzcog.edu.au)  
[www.ranzcoasm.com.au](http://www.ranzcoasm.com.au)