



**CSVS 41st Annual Meeting on Vascular Surgery
Kelowna BC September 13 - 14, 2019**

ABSTRACT SUBMISSION GUIDELINES

INSTRUCTIONS FOR SUBMISSION OF ABSTRACTS: Abstracts should be no more than 300 words and are to be submitted as an MS Word e-mail attachment to the CSVS at csvs@vascular.ca. **Deadline is April 8, 2019**

A single communicating author must provide his/her name, title, address, current e-mail and telephone number separate from the abstract attachment. The abstract should include an **abstract title** and **the first and last name and institutional affiliation of the author and each co-author**. Underline the name of the author who will make the presentation. All abstract submissions ***must*** be accompanied by a **disclosure form** that has been signed by **all credited authors**. The form is also available online.

Abstracts are to be submitted in English and must present a clear, concise summary of the work. Do not include introductions, historical data, literature reviews, and bibliographies or mention corporate support. Organize the body of the abstract to include the following:

Title of abstract
List full name(s) of author(s) and institution information

Include these headings in your abstract:

- a) Objective**
- b) Methods**
- c) Results**
- d) Conclusion**

All figures must be cited in the abstract and include a title. *Figure example: Mortality rates are higher in males (Fig. 1).* **All tables must be cited in the abstract, include a title and all columns and/or rows must be labelled.** *Table example: Mortality rates are higher for females (Table 1).* ***maximum of 2 tables and/or 2 figures per abstract please.**

The communicating author should indicate whether he/she wishes to present the abstract as an **oral/podium or poster** presentation. The format of the presentation will be communicated in the notification of acceptance. ****Please note that if an abstract is accepted for presentation (podium or poster) and the author has accepted the offer to present and subsequently does not present, the senior author cannot submit an abstract for 1 year.***

Oral/Podium presenters will make a **10 minute presentation on his/her abstract at the 2019 Annual Meeting and there will be a panel question session once all talks for that session are finished.** Guidelines for poster presentations will be communicated with the acceptance notice.

Please advise the CSVS office if you do not receive a receipt of abstract within 3 business days following your submission. Notification of acceptance will be made in May and the presentation schedule will be finalized and communicated by July/August. It is important that the main author of each abstract attend the meeting. Alternative presenters should be arranged to ensure that each abstract is presented. Accepted abstracts will be published in the PDF version of the CSVS 2019 meeting program as well as in the October issue of the *Journal of Vascular Surgery*.

Abstracts submitted to/presented at an international meeting can be submitted to the CSVS Annual Meeting on Vascular Surgery, but abstracts that have been presented at another Canadian national meeting or published prior to April 8, 2019 are not eligible.

DEADLINE FOR SUBMISSION OF ABSTRACTS IS MONDAY, APRIL 8, 2019

Please visit the CSVS website for further information regarding the 2019 Annual Meeting as well as full Terms of Reference for all CSVS Awards.