

## **Frequently Asked Questions: Balint Orban Memorial Competition and Research Forum Poster Session and Poster Competition**

### **SUBMITTING AN ABSTRACT**

#### **When are 2021 abstract submissions due?**

Abstracts must be submitted on the AAP's abstract submission website by Sunday, April 25, 2021 at 11:59 pm Central Time.

#### **How do I submit an abstract?**

All abstracts must be submitted via the AAP's online abstract submission website at <https://www.abstractscorecard.com>. Each submitter will need to create an account and follow the step-by-step instructions provided on the website.

#### **Do I have to be a member of the AAP to submit an abstract?**

No, you do not have to be an AAP member to submit or present an abstract to either the Balint Orban Memorial Competition or the Research Forum Poster Session.

#### **I already have an account on perio.org. Do I need to create a new account with the online submissions site?**

Yes, you will need to create a new account even if you have an account on perio.org. The abstract submissions website is not connected to your account on perio.org. When you create your account, please ensure that your email address is correct, as you will be notified via that email regarding your abstract's acceptance status.

#### **I forgot my username or password. How can I retrieve them?**

If you forgot your password, click on "Forgot Your Password" on the login screen of the submission website and a reset link will be emailed to you. Your username is the email address that you provided when you created your account.

#### **Can I submit an abstract to both competitions?**

An author may submit multiple abstracts throughout their eligibility period, however, they can only present one abstract in Competition. It is highly encouraged that eligible authors submit their abstract(s) to the Balint Orban Memorial Competition. During the submission process, there is an option to have the abstract considered for the Research Forum Poster Competition if the abstract is not selected for the Balint Orban Memorial Competition. By selecting this option, if the abstract is not selected for the Balint Orban Memorial Competition, it will then be considered for the Research Forum Poster Competition, and finally the Research Forum General Poster Session.

If the abstract is only submitted to the Research Forum Poster Session, it will NOT be considered for the Balint Orban Memorial Competition, even if the Lead Author meets the eligibility criteria.

**Is there a word limit for the abstracts?**

There is a 3000-character limit for the abstract submission, and an additional 500-character limit for table/image captions. The table/image caption does not count against the abstract character limit. Spaces are included in the limit. The character count will be displayed as you enter your abstract.

**Can I submit pictures or tables with my abstract?**

A maximum of 4 total uploads is allowed. Only one image/table is permitted per upload. You may either have up to 4 tables, up to 4 images, or any combination of that does not exceed a total of 4.

**Can I submit an abstract via email or fax?**

Submissions are not accepted via email, mail, or fax. Abstracts must be submitted through the AAP's submissions website at <https://www.abstractscorecard.com>.

**Can I submit an abstract that has been published?**

Material may not have been published online or in print at the time of its submission, except as an abstract of 200 words or less. Published abstracts cannot be submitted to either competition or the poster session.

**My abstract was accepted for publication before I submitted it to the AAP.****Can I still participate in the competition?**

Submission of a manuscript for publication consideration prior to its submission to the competition is permitted. Editor(s) should be informed of the intent to submit the research to the competition to avoid premature publication.

**Can I submit an abstract that has been presented at another meeting?**

As long as the abstract has not been published prior to its submission to the AAP, the abstract may be submitted to the AAP's competitions and is eligible for awards.

**Can I submit more than one abstract?**

Yes, an author may submit more than one abstract; however, only one abstract per author may be designated as a finalist and compete in either Competition.

**Can I submit a case report?**

Yes, case reports are only accepted for the Research Forum Poster Session. Case reports are not eligible for either Competition.

**PRESENTING AT THE ANNUAL MEETING****When will I be notified of my abstract acceptance status?**

All submitters will be notified via email in July 2021 regarding the status of their abstracts. Please ensure that your email address is correct when creating your account, as all notifications will be sent to that email.

**Can a non-primary author present at the Annual Meeting?**

No, only the author named as the lead author on the abstract submission may present at the Annual Meeting.

**My abstract was selected for presentation. Do I have to register for the 2021 Annual Meeting?**

Yes, all presenters and finalists must register for the Annual Meeting. Only Balint Orban Memorial Competition finalists will receive complimentary registration. All presenters at the Research Forum Poster Session are responsible for their own registration and related fees.

**Is there a specified size for Research Forum poster presentations?**

All poster presenters will be provided with a 4' (tall) x 8' (wide) (1.13m x 2.318m) corkboard on which to mount your poster and/or visual aids. You are responsible for the design and printing your poster as well as any other supplies you require, including thumbtacks. Additional information about on-site presentations will be emailed to presenting authors approximately one month before the Annual Meeting.

**Does the AAP reimburse finalists for transportation, hotel, and registration fees?**

The AAP only reimburses these expenses for the Balint Orban Memorial Competition finalists. All Research Forum Poster Session presenters and finalists are responsible for securing their own transportation, hotel, and meeting registration fees.

**When are the finalist presentations?**

Presentations will take place during the 2021 Annual Meeting. Specific dates and times of each Competition and the poster session will be determined at a later date.

**I was selected to present my research for the Balint Orban Memorial Competition, but I am unable to present on the specified date.**

If a Balint Orban finalist is not able to present on the day of the competition, accommodations may be provided at the Research Submissions Committee's discretion. Finalists with a conflict should contact Ms. Abby Winkler at [abby@perio.org](mailto:abby@perio.org) as soon as possible.

**I am unable to remove my poster by the specified time. What should I do?**

Please email Ms. Abby Winkler at [abby@perio.org](mailto:abby@perio.org) in advance of the Annual Meeting.