

**Central Surgical Association & Midwest Surgical Association
Combined Annual Meeting, July 25-27, 2021
CSA Submission Guidelines**

Deadline: Friday, February 5, 2021, at 11:59 PM EST

SUBMISSION CHECKLIST

You will need the following information before you submit your abstract:

- Principal Contact/Presenter information [name, institution, address, email address, (mobile) phone number, members status (Active, Associate, Senior, or Non-Member)];
- Name and email address of sponsoring member (if none of the authors is an CSA member);
- List of authors with institutional affiliations;
- Disclosures of relevant financial relationships for all authors;
- The name of the primary institution with which the abstract is affiliated; and
- Abstract body.

INSTRUCTIONS

- The abstract body (not counting abstract title or author string) must be at least 50 words and not exceed 350 words.
- Each graph, photo, and table counts as 25 words.
- Statistical evaluation of data is preferred and will result in a higher rate of acceptance.
- You do not need to be a member of CSA to submit an abstract for consideration. However, if none of the authors is a member, you will need a member to sponsor your submission.
- Abstracts submitted as an “Oral” Presentation Type must agree to submit a manuscript to **Surgery** if accepted as an Oral presentation.

PRESENTATION TYPES

- **Oral:** Oral presentations are the highest level of podium presentation achievement and require manuscript submission to **Surgery**, if selected. Manuscripts must be submitted to **Surgery** by May 3, 2021.
- **Quick Shot:** Quick Shot presentations do not require manuscript submission and are less formal oral presentations, at the podium, with a shortened presentation time.

Presenters of abstracts accepted for either Oral or Quick Shot presentation must be able to travel to and present at the CSA/MSA Joint Annual Meeting, July 25-27, 2021, in Chicago, Illinois, at their own expense.

ORIGINALITY

The following statement must be accepted during the abstract submission process:

The information contained in this abstract represents original work that has not been previously published, and will not have been presented or be under consideration for publication at a national or international meeting prior to the dates of this meeting. Failure to abide by this requirement will prohibit authors of the abstract from submitting future abstracts to the Central Surgical Association meeting for the subsequent three years.

MEMBER SPONSOR

If none of the authors is a member of CSA, the name and email address of a sponsoring member must be added to the abstract submission. If you need help with identifying a sponsor, please contact the Administration offices at meeting@centralsurg.org.

ABSTRACT CATEGORY

A category must be selected for each abstract submitted, from the following list of topic areas:

- | | | |
|------------------|----------------------|------------------------|
| • Basic Science | • Endocrine | • Other |
| • Breast | • General | • Outcomes |
| • Cardiothoracic | • GI/Hepatobiliary | • Transplant |
| • Colorectal | • Minimally Invasive | • Trauma/Critical Care |
| • Education | • Oncology | • Vascular |

BEST PAPER BY A NEW MEMBER AWARD

The CSA sponsors a Best Paper by a New Member Award. To be eligible, the **Presenting Author** must have been elected to either Active or Senior membership in the CSA in either 2020 or 2019. Please indicate eligibility for this award during the abstract submission process—and, again, the paper **must** be presented by the New Member in order to be eligible for this award.

ABSTRACT INFORMATION

Abstracts submitted for consideration for presentation at the Joint Annual Meeting must be in a Structured Abstract format and of no more than 350 words (with each graph, photo, and table counting as 25 words).

- **Author String**

Include name and institutional affiliation of each author

- **Title**

No reference to the authors or their institutions should appear within the title of the abstract.

- **Body**

No reference to the authors or their institutions should appear within the body of the abstract.

No reference to any trade name or product-group message should be made within the body of the abstract.

- **Objective(s):** A brief statement of the purpose of the study and the current state of research in the field.
- **Methods:** The methods of study or experimental approach clearly, but briefly, defined.
- **Results:** A summary of the results of the study, including sufficient details to support those conclusions. These may be presented in a brief table.
- **Conclusion:** A statement concerning the significance of the work and its possible implications for future research.