



▪ **SUBMISSION INSTRUCTIONS FOR AUTHORS** ▪

Abstract/Video Submission Deadline: **Friday, June 1, 2018 @ 11:59 pm EST**

Technical Support for Abstract Submission: **Phone:** 217-398-1792
Email: support@abstractsonline.com
Maximum Word Count: **500**
Minimum Word Count: **50**
Table/Graph Word Penalty: **25 for each table/graph**

All abstracts for the 2018 Pediatric Urology Fall Congress must be submitted electronically via the official abstract submission website. To submit an abstract, please visit <http://fallcongress.spuonline.org>. Please note that paper abstract submissions will not be accepted.

RULES FOR SUBMISSION OF ABSTRACTS

1. Abstracts are to be submitted via the official electronic abstract submission website and should be limited to 500 words in length. You must have a minimum of 50 words in the abstract text. There will be a 25-word count penalty for each table and 25-word count penalty for each graph you include in your abstract.
2. Abstract Format:
 - Background
 - Methods
 - Results
 - Conclusions
3. The abstract text **MUST NOT** identify either the authors or institutions from which the work originated. There will be a separate area online in which to indicate all authors, including the presenting author.
4. Disclosure information must be provided for each author listed in the author block.
5. Please provide the email address of each author listed in the author block.
6. Indicate whether the abstract you are submitting has been previously presented or is currently being considered for presentation. If yes, please provide detail of this presentation (i.e. location, date, etc.).

All abstracts must be completely submitted, and all edits must be made by **Friday, June 1, 2018 @ 11:59 pm EST**

7. Please Note: Submissions and edits are automatically saved. There is no “submit” button. You will not be able to make edits to your abstract after the posted deadline. **Faxes and hardcopy abstracts will not be accepted.**
8. Authors may submit as many abstracts as they wish for consideration, but selected individuals may deliver a maximum of two (2) oral or poster presentations. In the event that more than two abstracts from an author are accepted for oral presentation additional selected abstracts must be presented by a co-author. We encourage you to become part of this educational program.
9. If selected as a presenter at the Pediatric Urology Fall Congress, you are required to submit a final manuscript for consideration for publication in the *Journal of Pediatric Urology* within one (1) month after the meeting or optionally to another journal.

RULES FOR SUBMISSION OF VIDEOS

1. If submitting a video, you **MUST** submit an abstract via the abstract submission site. Abstracts are to be submitted via the official electronic abstract submission website and should be limited to 500 words in length. You must have a minimum of 50 words in the abstract text. There will be a 25-word count penalty for each table and 25-word count penalty for each graph you include in your abstract.
2. Videos may not exceed **5 minutes** in length.
3. Video Format:
 - Videos must be narrated in English.
 - Videos may be supplemented with several incorporated slides summarizing indications, results, and follow-up.
4. ALL videos must be **RECEIVED** no later than **Friday, June 1, 2018**. ALL videos must be shared via Dropbox using the following guidelines:
 - Rename presentation to SPU-###-First-Last where ### is your control number
 - Share presentation with dropbox@prri.com
 1. **Do not email** your presentation, you must share the file from your own Dropbox account
 - Acceptable file types: .mpeg, .wmv, .avi, .mp4
 - DVDs, .wav, or .mp3 formats will not be accepted.

REVIEW PROCESS

The Program Committee for the Pediatric Urology Fall Congress will review all abstracts in a blinded format at the Program Committee Meeting. At that time, they will make their final selections for the 2018 Pediatric Urology Fall Congress. The presenting author of each abstract will be notified of the decision via email in July.

ABSTRACT SUBMISSION CATEGORIES

1. Basic/Translational Research
2. Population Health and Health Services Research
3. Disorders of Sex Development/Anorectal Malformation/Exstrophy
4. Bowel/Bladder Dysfunction/ Urinary Tract Infection/ Vesicoureteral Reflux
5. Fetal Urology/ Hydronephrosis/Obstructive Uropathy
6. Hypospadias
7. Neuropathic Bladder/Reconstruction
8. Testis & Varicocele
9. Tumors/Oncology
10. Minimally invasive surgery/ Endourology
11. Nephrology/Stones/Transplant
12. Miscellaneous

BEST CLINICAL AND BASIC RESEARCH AWARDS

1. The abstract must be on a Basic Science or Clinical subject related to pediatric urology.
2. The abstract shall not have been previously published. Papers that have been submitted for publication, but have not as yet been published are acceptable for submission.
3. The abstract shall not have been presented at any other national urological meeting.

Those authors selected as award recipients will be notified of their selection. The awards will be presented during the Pediatric Urology Fall Congress.