Steps to submit an abstract

Please note that abstracts that do not adhere to these guidelines may not be reviewed.

- **Use the template provided** (Word document) with 1-inch margins. Send the document to us as a Word file. **PDF files will not be accepted.**
- Edit the title and authors/affiliations as instructed in the template.
- The **title** should be in **bold Arial 12-point font**.
- The **authors** and **body of the abstract** must be in **Arial 11-point font**.
- Use the headings provided for the body of the abstract: Objective, Methods, Results, Conclusion.
- The body of the abstract (excluding title, authors/affiliations, figures and tables) can be no more than **300 words**.
- One or two figures or tables may be added. Figures and tables must be within the 1-inch margins and legible without magnification. Figures must be readable in black and white.
- Email your abstract to **Pedsabstracts@pennstatehealth.psu.edu**.
- Submit your disclosure at **www.cincinnatichildrens.org/disclosure**.
  - Note: **All authors on the abstract must disclose. Please forward the link to your fellow authors.**
- Indicate in your email if you would like to be considered for the **Young Investigator Award** (rules for eligibility are listed below).

If an abstract is accepted for either oral or poster presentation, the presenters are required to submit original manuscripts. All accepted abstracts will be published in the April 2020 issue of *Artificial Organs*. The January 2021 issue is dedicated to our conference peer-reviewed manuscripts.

**Guidelines for Young Investigator Awards**

The following Young Investigator Awards will be given based on the quality of the original manuscripts.

- The John A. Waldhausen, MD Young Investigator Award
- The William S. Pierce, MD Young Investigator Award

In order to apply for a Young Investigator Award, the candidate must be less than 40 years of age, must have completed his/her training, and must be employed as a Postdoctoral Fellow, Research Associate, or Instructor, or at a level no greater than Assistant Professor in an institution.

The following guidelines must be adhered to for consideration for a Young Investigator Award:

- **Step 1**: The candidate must submit an abstract for consideration by the deadline of January 24, 2020 and request that the committee consider the abstract for a Young Investigator Award.
- **Step 2**: Members of the Scientific Committee will decide if the quality of the abstract is adequate for consideration. On or before February 7, 2020, the candidate will receive official notification via e-mail regarding the abstract.
- **Step 3**: The candidate must submit the following by March 6, 2020 to be considered as an award finalist:
Step 1: The candidate must submit an abstract for consideration by the deadline of January 24, 2020 and request that the committee consider the abstract for a Resident Award.

Step 2: Members of the Scientific Committee will decide if the quality of the abstract is adequate for consideration. On or before February 7, 2020, the candidate will receive official notification via e-mail regarding the abstract.

Step 3: The candidate must submit the following by March 6, 2020 to be considered as an award finalist:

- A full manuscript
- CV
- Letter from the Chair of the Department stating the candidate’s position
- Copies of related articles the candidate published previously

All original manuscripts will be peer-reviewed and published in Artificial Organs. Please refer to the Artificial Organs author guidelines.

Step 4: Members of the Scientific Committee will choose the awardees. Award winners will be announced during the conference and will receive a plaque.

Guidelines for Biomedical Engineering Awards

In order to apply for a Biomedical Engineering Award, the candidate must be currently enrolled in a Bioengineering Department as an undergraduate/graduate student or in an entry-level position within a company.

The following guidelines must be adhered to for consideration for a Biomedical Engineering Award:
• **Step 1:** The candidate must submit an abstract for consideration by the deadline of January 24, 2020 and request that the committee consider the abstract for a Biomedical Engineering Award.

• **Step 2:** Members of the Scientific Committee will decide if the quality of the abstract is adequate for consideration. On or before February 7, 2020, the candidate will receive official notification via e-mail regarding the abstract.

• **Step 3:** The candidate must submit the following by March 6, 2020 to be considered as an award finalist:
  
  - A full manuscript
  - CV
  - Letter from the Chair of the Department stating the candidate’s position
  - Copies of related articles the candidate published previously

  All original manuscripts will be peer-reviewed and published in *Artificial Organs*. Please refer to the *Artificial Organs* author guidelines.

• **Step 4:** Members of the Scientific Committee will choose the awardees. Award winners will be announced during the conference and will receive a plaque.