



Requirements For Electronic Submission Of Abstracts

2007 Annual Scientific Meeting
3-6 June 2007
Aurelia Convention Centre & Expo
Rome, Italy

DEADLINE: December 18, 2006, 12 midnight Eastern Standard Time

Material deemed appropriate for presentation before the International Society for Minimally Invasive Cardiothoracic Surgery will have the following characteristics:

- Original, new and significant scientific work.
- Major updates and/or significant follow-up on established procedures and/or research.
- Additional definition of previous studies that modify in a major way an understanding of techniques or technologies.
- The submitted Abstract should not be similar to work submitted to, or under consideration by, other organizations and/or journals.

Abstract Preparation & Submission Instructions*

- Abstracts are to be authored, co-authored, or sponsored by a member of ISMICS, and limited to 350 words.
- Abstracts must be submitted electronically at www.ismics.org. The deadline is December 18, 2006, Midnight, Eastern Standard Time. Video submissions have an extended deadline of January 5, 2007. However, a 50 word abstract must be submitted by December 18th in order to take advantage of the extended deadline.
- Abstracts may be submitted for any of the following presentation formats:
 - Oral presentation (full length or mini, at the discretion of the program committee)
 - Video presentation
 - Poster presentation & competition
 - Clinical case report session
- All abstracts must be structured using the following section headings or they will not be accepted:

Objective	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.
Conclusions	A statement concerning the significance of the work and its possible implications for future research.

- Type the abstract in English within the box provided. The abstract title must be in title case, flush with the left margin of the box. Use upper and lower case letters as appropriate for abbreviations in the title.
- One table, image or figure may be used within your abstract, and counts for 25 words.
- **No reference should be made on or in the abstract to the names or institutions of the authors.**
- Accepted abstracts will appear in the Program Book as submitted. Changes are allowed only to title and authors.
- Acceptance of an abstract by the Program Committee for oral or video presentation at the Annual Meeting signifies the author(s) have given permission, pending editorial review, for this manuscript to be reproduced in the official ISMICS professional journal and available on the ISMICS website. **Manuscript submission is mandatory upon acceptance to present at the meeting for most presentation categories.**

* Authors submitting video abstracts are encouraged to review the separate document "Video Tips" posted on the Annual Meeting page of the ISMICS website:

www.ismics.org/annualMeeting.cgi

Submission Categories

To facilitate the review and selection process, abstracts are to be submitted in one of the listed categories. There are no quotas or caps on any of the categories; all complete submissions will be reviewed.

- **Innovative technologies for surgical revascularization**
- **Thoracic surgery**
- **Cardiac arrhythmia surgery**
- **Aortic and endovascular therapy**
- **Strategies and outcomes of revascularization procedures**
- **Imaging and facilitating technology for cardiac surgery**
- **Innovative valve technology and techniques**
- **Heart failure surgery and devices**
- **Other innovative techniques and technologies**

Presentation Format Definitions

Oral Presentation, full length: delivered in full Scientific Session, PowerPoint slides support. Author is allowed 8 minutes for presentation followed by 4 minutes for discussion from the floor.

Oral Presentation, mini: delivered in full Scientific Session, PowerPoint slides support. Author is allowed 3 minutes for presentation. Minis are presented in blocks of 3-4 papers in row, followed by a combined discussion period for all authors a particular mini block. All authors in a mini block ascend and depart the stage at the same time. Seating is provided onstage.

Video Presentation: delivered in full Scientific Session. Detailed instructions for video submissions follow. Authors all allowed 7 minutes for presentation, followed by 3 minutes for discussion.

Clinical Case Report: this session is designed for small studies of 10 cases or less, and experimental work. Authors present in a small group session using PowerPoint support. Authors are allowed 10 minutes to present followed by 5 minutes of discussion. 100-150 attendees expected.

Poster Presentation & Competition: is conducted in a 2-round format. The First Round is conducted in space dedicated to posters. Posters are grouped into topics, with presentations running concurrently. A moderator presides over each topic group, with time kept by the Chief Moderator at a podium. Authors are allowed 3 minutes to present and 2 minutes for discussion. Time limits are strictly enforced. Peer-review scoring determines semi-finalists who proceed to the Final Round.

The Poster Competition Final Round is conducted in full Scientific Session with PowerPoint (rather than poster) support. Authors are allowed 3 minutes to present and 2 minutes discussion. The First Round topic moderators score presentations; top score is awarded Best Moderated Poster.

Video Submissions

- A text abstract submission is required although it may be as few as 50 words. Text should include the key ideas from the video, using all required section headings. **It is critical that your text abstract is linked to your actual DVD or CD-ROM.** Be sure to label your DVD or CD-ROM with the number electronically assigned to your text submission.
- Video submissions may feature only one technique or tip, and **no brand promotion of devices or products allowed.** Attribution for commercial support must be in the form of a video credit in the beginning of the program. Whenever possible, generic product names should be used rather than proprietary or trade names. Non-FDA approved use of devices should also be indicated in the opening credits at the beginning of the video.
- Duration of video should be 5-7 minutes, not to exceed 10 minutes. Accepted videos must be personally moderated at the podium during the Scientific Session.
- Disclosure must indicate any industry involvement in production or funding of video. The "off-label" use of any pharmaceuticals and/or medical devices must be specifically disclosed at the time of program development.
- Permission for all copyrighted material (drawings, illustrations, video footage) must be obtained with attribution of permissions included in the closing credits.
- DVD or CD-ROM format required. CD-ROM must be formatted in MPEG, AVI, or Quicktime. DVDs/CD-ROMs must be labeled with the title of the abstract, the primary author, **and the number assigned by the electronic submission website.** Four (4) copies are required. No tapes or CD-ROMs will be returned. Please include a hard copy of the abstract text as generated by the submission site. Send DVDs/CD-ROMs to:

**ISMICS 07 Video Submissions
Association Management Offices
900 Cummings Center, Suite 221-U
Beverly, MA 01915 USA**

VIDEOS MUST BE RECEIVED BY JANUARY 5, 2007

Disclosure Requirements For 2007!

One of the founding principles of ISMICS is the acknowledgement of interaction between industry and surgeons to facilitate rapid development of technology for minimally invasive cardiothoracic surgery. In that endeavor, a surgeon may become financially involved with the company that translates his or her idea into reality. ISMICS does not object to that relationship, but requires that all those submitting abstracts and presenting papers disclose financial or consulting relationships with companies that may be involved with production or marketing of technology being discussed.

The need for disclosure extends to unrestricted laboratory grants. In addition, any off-label use of an FDA-approved product, or any use of a non-FDA approved device must be disclosed. **When you complete your abstract submission, you will be required to complete disclosure information for ALL authors.**

- Disclose any **RELEVANT** financial relationships for any and all authors listed in the title string. Specific definitions are included in the online submission process.
- Be prepared to speak with the Program Committee Chair to resolve any disclosed conflicts.
- In the event your work is selected for presentation, list all disclosed conflicts on a slide placed at the beginning of your presentation.

In order to comply with the ACCME Updated Standards for Commercial Support, the American College of Surgeons, as the accredited CME provider of this activity, has implemented a new disclosure process to ensure that anyone who is in a position to control the content of the educational activity has disclosed to us all **relevant** financial relationships with any commercial interest as it pertains to the content of the presentation. The goal of this process is not to exclude people who have conflicts, but to manage these conflicts while benefiting from your expertise.

Should it be determined that a conflict of interest exists as a result of a financial relationship you may have, you will be contacted and methods to resolve the conflict will be discussed with you. In addition, all affirmative disclosures must be revealed by a slide at the beginning of the presentation. ***Failure or refusal to disclose or the inability to resolve the identified conflict may result in the withdrawal of the invitation to participate.***

Contacts

If you have difficulty uploading files or navigating the abstract submission site, please contact technical assistance: support@abstractsonline.com, or 1-217-398-1792.

If you have questions regarding submission policies, presentation formats and author requirements please contact the ISMICS meetings department: meetings@ismics.org or 1-978-927-8330.

For information regarding manuscript submissions, please visit the journal page of the ISMICS website at www.ismics.org, or use this link: <http://www.ismics.org/journal.cgi>