ACD ASM 2022 Call for Abstracts

You are invited to submit an abstract to the Australasian College of Dermatologists Annual Scientific Meeting 2022.

ACD ASM 2022 call for abstracts close on Thursday 11 November 2021, 11:59 PM AEST.

PLEASE NOTE BEFORE YOU SUBMIT

- Read though this entire document before proceeding
- All submissions must be made via the online portal in X-CD
- Ensure ALL authors/presenters are aware of, and agree with, the abstract details as well as the submission terms and conditions.

Important Information

VIRTUAL PRESENTATIONS
ACD ASM 2022 is planned to be an in-person event. We will continue to monitor developments with COVID-19 and provide updates as needed. Potential speakers should be aware if your submission is accepted into the program, you should be willing to present virtually if required. Virtual presentations will be pre-recorded and may include a live Q&A component. Specific details of the presentation format will be provided upon notification, and successful presenters will be provided with training and support if this is required. Please note If you are submitting an abstract from overseas you will need to present this virtually.

Abstract Format
Abstracts need to be structured under the following sub-headings: Aim, Method, Results and Conclusions. The abstract should not repeat the title, authors and affiliations.

- **Aims:** Reflects pertinent background information and the purpose of the study (the hypothesis that is being tested);
- **Methods:** The research design, setting for the study (or studies if a review), the participants (number and type), the treatment or intervention, and the type(s) of statistical analysis used;
- **Results:** The outcome(s) of the study and, if appropriate, its/their statistical significance;
- **Conclusions:** The significance of the results.

*If you are submitting a case study you do not need to follow the above structure and can be in paragraph format.*
Abstract submission information
Submissions should be no longer than 300 words (excluding title and other contact details). Further details will be provided to accepted presenters.

- All abstracts must be submitted in English.
- The author is responsible for the accuracy of the abstract.
- Do not include references in your abstract body.
- All presenters of accepted submissions are expected to register and pay to access the ASM.
- The acceptance of an abstract does not imply provision of travel, accommodation or registration for the ASM, nor any other costs associated with preparation, presentation of the oral or poster, or any costs associated with attendance at the ASM.
- All abstracts are reviewed by members of the Oversight Committee. The Committee’s decision is final.
- By submitting your abstract, you agree to have your abstract (if accepted) published on the ASM website, College website, ASM app and in printed material.
- By submitting you agree to give College permission to publish your name and email address in the online Abstract Supplement published by Wiley.
- If you have any commercial interests or associations that might pose a conflict of interest regarding the submission, they must be declared. If accepted for presentation, the commercial interest or association must be declared on the title slide or the slide immediately following the title slide.
- You give College permission to film or photograph your presentation at the ASM.
- Your will immediately notify College if you are unable to present or if the presenting author is changed.

Presentation Type
For each abstract, you must indicate the presentation format for which it is being submitted from the following options. If the author selects “Oral only” their abstract will not be considered for a poster and vice versa. If the author wishes to be considered for oral but are happy to be offered a poster this can be selected.

1. Oral Presentation Only – an 8-minute oral presentation, using PowerPoint slides, presented by one nominated author. Presentations will include 2 minutes each for audience questions.
2. ePoster Only - authors will have the opportunity to have their ePoster in the Exhibition Hall for the entire duration of the ASM for delegates to view. Posters provide visual display of new techniques, programs, research or professional innovations. They are the ideal medium for the presentation of complex visual material and emerging practice content. Posters will be displayed digitally and a prize is donated for “best poster”.
3. Either Oral or ePoster
Themes
Using the online abstract submission form authors will be able to select ONE (1) of the following categories (subspecialty) that best fits their submission. These categories will be used by the Oversight Committee and the designated Subspeciality Leads for review.

Medical Dermatology
Biologics
Genital Dermatology
Paediatric and Adolescent Dermatology
Indigenous and International Development
Pigment Disorders
Acne
Melanoma/Oncology
Blisters
Surgery for the General Dermatologist
Hair and Nails
Contact Dermatitis
Genetics
Pathology/CRC
Eczema

Online Submission Instructions

A. Register as a user in the online abstract submission system

The online form will require you to submit your abstract in two steps:

- Register as a user and then submit the abstract information – complete the fields
- Add any additional authors/presenters
  (Please ensure profiles linked to a submission are correct and up-to-date. Once an abstract is submitted, any updates to additional authors/presenters can only be made by the additional authors/presenters themselves via a separate login they will receive with the automatic abstract confirmation).

To create a new user profile select FIRST-TIME USER login and select Click Here to Create a Profile
Select the **RETURNING USER** section to view/update your abstract or update your profile once your abstract has been submitted.

Once you create your profile, you will be automatically logged in to submit your abstract. *We recommend bookmarking this page as a favourite.*

**B. Submit an abstract**

Please read the instructions on the screen carefully and complete the fields in the submission form. The submission can be edited until the system is closed.

Select the relevant submission form.

Select [Click Here to Start](#) a new abstract

**ORAL / POSTER ABSTRACT SUBMISSION QUESTIONS**

Please see below for the questions that will appear on the online submission form.

1. **TITLE (max 200 characters)**
   
Enter the full title of your abstract. The title should be as brief as possible but long enough to clearly reflect the nature of your abstract. This title may appear in all ASM information (includes print, website, app and social media).

   The title should be written in sentence case (not be all caps). Capital letters should only be used at the beginning of the title, for a proper noun or after a colon.

2. **ABSTRACT (max 300 words)**

   The abstract should not repeat the title, authors and affiliations (abstracts will be blind reviewed).
ACD requires a structured abstract organised under the following headings:

- **Aims**: Reflects pertinent background information and the purpose of the study (the hypothesis that is being tested);
- **Methods**: The research design, setting for the study (or studies if a review), the participants (number and type), the treatment or intervention, and the type(s) of statistical analysis used;
- **Results**: The outcome(s) of the study and, if appropriate, its/their statistical significance;
- **Conclusions**: The significance of the results.

*If you are submitting a case study you do not need to follow the above structure and can be paragraph format.*

**References** are not to be included.

**Special Symbols and Formatting** are to be used sparingly. Once your submission is complete, please read your abstract in full to ensure the symbols are displayed correctly. If not, please click on the ‘Special Character’ icon on the screen to see the list of available characters to insert.

**Tables** may be used however, if you are using a table anything in this table will be counted towards your total word count.

Any abstracts exceeding the word limit and not using the above format will not be accepted.

### 3. PRESENTATION TYPE

Please choose your preferred means of presentation:

- Oral Presentation Only
- ePoster Only
- Either

### 4. THEME

Please select of the following categories (subspecialty) that best fits your submission. These categories will be used by the Oversight Committee and the designated Subspeciality Leads for review.

Medical Dermatology
Biologics
Genital Dermatology
Paediatric and Adolescent Dermatology
Indigenous and International Development
Pigment Disorders
Acne
Melanoma/Oncology
Blisters
Surgery for the General Dermatologist
Hair and Nails
Contact Dermatitis
Genetics
Pathology/CRC
Eczema

5. CONFLICT OF INTEREST
Does the author/s have any commercial interests or associations that might pose a conflict of interest regarding this submission?
• Yes
• No

If ‘Yes’ is selected, please list the conflict of interest.

If this abstract is accepted for presentation, you must provide a statement on any potential conflicts of interest at the commencement of the presentation and/or on any slides or poster.

6. TERMS AND CONDITIONS
By submitting authors must agree to the following terms and conditions;

• I declare that the submissions are the original works of at least one author/presenter.
• If the submission is accepted, I confirm that at least one author will register and pay to attend and present the abstract at the ASM.
• No funding is provided to presenters. Any presenter not registered for the ASM by the deadline specified in the acceptance email may have their abstract removed from the proceedings and program.
• If third party material is used in the submission, I promise it does not and will not breach any existing Intellectual Property or a third party’s Intellectual Property or Moral Rights.
• I give permission for the College to publish your name and email address in the online Abstract Supplement published by Wiley.
• I give permission on behalf of all presenters and affiliations associated with the abstract submission, for the Abstract and PowerPoint to appear on the ACD ASM 2022 ASM website, ASM phone app, College website and in printed ASM material if it is accepted for presentation.
• You give College permission to film or photograph your presentation at the ASM.

Please note that your abstract will be published as supplied, but you do have the option to provide an amended version of your PowerPoint, which will be converted into PDF, should some of the content not be suitable for publication.
• Yes, I/we give permission

7. VIRTUAL PRESENTATIONS
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Please indicate your ability to present this submission virtually if required
• Yes, I am able to present this submission virtually if required
• No, I am not able to present this submission virtually

SUBMIT
Once you are satisfied with your submission, select SUBMIT.

NOTE: Once you submit your abstract, you will receive a confirmation email with a submission number and information. You may login at any time prior to the site closing to update your submission.

C. ADDING CO-AUTHORS
When you have finished creating a new submission, X-CD will automatically assign you as a main presenter. Once you have completed all submission fields, you will then be directed to add your co-authors/presenters or select SKIP.

If adding co-authors, each co-author will also receive a confirmation email with your contact information and their login information. All co-authors have Read only access, unless you assign a co-author to be a presenter. Presenters have Read/Write access.

To prevent duplicates, first search for an existing contact using the search box.

You can assign co-authors by:

• Selecting an existing contact from the drop-down menu (someone who already has a user profile). Begin by typing part of their last name. Make sure to select the correct person, in the correct organisation. Co-authors will be added to your abstract and will be sent an automated email with login instructions and details of the abstract. For privacy reasons, you will NOT be able to view an existing profile in X-CD. If you select someone from the drop down menu, please follow up with this person to ensure they have received the email with the instructions on how to login and check/update their own profile.

OR
• **Adding a new contact** (someone who does NOT have a user profile, or may work for a different organisation than listed). You must enter their email address and other required contact information. Please note that you will not be able to edit the information once you hit ‘Add Co-Author’ button. Co-author/s will be sent an automated email with login instructions and details of the submission. Follow up with your co-authors!

Under **Authors**, you can also update the order of the authors by dragging and dropping as well as define the ‘Primary Presenter’.

**Updating an abstract**
Authors may login to edit/update the submission until the call for abstracts closes on 11 November 2021. This can be done by logging in as a RETURNING USER and selecting Edit Abstract OR Authors as per below.

**Withdrawing an abstract**
If you want to withdraw an abstract, please contact the ASM Office in writing via email to acdasm@thinkbusinessevents.com.au. Please note that withdrawals need to be communicated in writing by the author who originally submitted the abstract, and in doing so, the Conference Office assumes that all other authors/presenters have been informed of the withdrawal.

**Enquiries**

ACD ASM 2022 Conference Office
Think Business Events
Email: acdasm@thinkbusinessevents.com.au
Phone: 03 9417 1350

For easy reference, please always include the reference number and title of your presentation in your email.