



SCIENTIFIC PRESENTATION COMPETITION INSTRUCTIONS

ABSTRACT PAPER PREPARATION

1. The abstract paper must be clearly and concisely written and corrected for mistakes in punctuation, grammar, spelling, and typing.
2. The abstract paper should consist of the title page and the body of the abstract paper.
3. The author's full name must appear only on the title page of the original copy of the abstract paper. **Any authors' name(s) should not appear on any other pages of the submission, the evaluation copy of the submission, or any sets of illustrations/photographs.**
4. Title page includes only the:
 - a) Title of the study (do not use abbreviations in the title) on all copies.
 - b) Primary author's full name, credentials, affiliation(s), and an address, phone number, and email address for correspondence purposes on original copy only.

For example:

John Doppler, BS, RDMS, RDCS
Transducer Memorial Hospital
Dallas, Texas 75231
Phone: 123-456-7890
Email: jdoppler@sdms.org

5. Body of the abstract paper
 - a) Length may be no more than 500 words.
 - b) **No author identification should appear on the page containing the abstract.**
6. Tables (*if applicable*)
 - a) Number all tables in the order of their citation (appearance) in the abstract paper.
 - b) Title each table with a brief phrase, no longer than 10-15 words.
7. Illustrations (Figures), Images and Legends (*if applicable*)
 - a) All illustrations, figures, and images must be in high quality digital format. Figures should be professionally drawn, computer-generated, or photographed.
 - b) Sonograms, radiographs, and other images should be black and white, digital files (unless demonstrating color). All figures and images must be numbered in the order in which they appear in the manuscript.
 - c) Each figure/image must have a legend. Type the legend(s), using double-spacing, on a separate page with Arabic numerals corresponding to the figure or photograph. When symbols, arrows, numbers, or letters are used to label the illustrations, identify and clearly explain each label in the legend. The combined figure legend should be the final section of the abstract paper.

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- d) All provided images must be HIPAA compliant and may not contain any information protected under HIPAA provisions, including but not limited to dates, facilities, or patient identifiers.
 - e) The original source must first authorize the use of any figure, image and/or photograph used in the abstract paper. **The original source must also be referenced in your abstract paper submission. Written permission from the copyright holder to reproduce the material must be submitted with the complete submission (if required).**
5. SDMS reserves the right to return submissions that do not meet or adhere to these guidelines.

ABSTRACT PAPER ACCEPTANCE AND PRESENTATION

- 1. The primary author of all finalist presentations will be notified via email of submission acceptance by the end of June. Non-finalists will be notified as well.
- 2. A listed author or group of authors from each of the top five finalist presentations must be able to participate in a webinar presentation (using Microsoft PowerPoint) expanding on the material covered in the submitted abstract. If a finalist decides not to participate in this second tier of the competition, they will be disqualified. The primary author of the finalist presentation should notify SDMS early to allow adequate time to contact the next qualifying applicant.
- 3. Each recorded webinar presentation will be limited to fifteen (15) minutes and must be presented in the English language. Any presentation exceeding this time limit will be disqualified.
- 4. **The decision of the evaluators is final.**

EVALUATION CRITERIA

- 1. Topic
 - a) Is the topic original and interesting?
 - b) What is the potential impact of the research on future advances in the field?
- 2. Abstract Review
 - a) Organization and mechanics
 - b) Original Research, clear and accurate statement of:
 - i. Hypothesis
 - ii. Study Design and Setting
 - iii. Results
 - iv. Evidence-Based Conclusion
 - c) Case Study, clear discussion of:
 - i. Patient signs and symptoms relevant to findings
 - ii. Sonographic findings are inclusive and relevant/presents a diagnostic challenge
 - iii. Diagnosis and differential diagnosis included in discussion/presents a diagnostic challenge
 - iv. Pathology and treatment included and relevant
 - d) Literature Review:

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- i. Relevant and logical discussion
 - ii. Accuracy of information
 - iii. Scientific quality of sources
 - iv. Conclusion is supported by the content
3. Webinar Presentation
 - a) Organization/flow
 - b) Depth of knowledge
 - c) Articulation and enthusiasm
 - d) Effective use of visual aids
 - e) References cited as appropriate

ABSTRACT PAPER SUBMISSION

1. Submission materials must include:
 - Completed online Scientific Presentation Application
 - Electronic original copy of the complete abstract paper submission (Author identification provided on the title page only)
 - Electronic evaluation copy of the complete abstract paper submission (No author identification provided)
 - Electronic copies of all illustrations/photographs (included in each copy type, if applicable)
 - Request for Permission to Reprint Material for Scholarly Purposes Form (if applicable)
2. Microsoft Word format is required for the abstract paper files. You must upload all submission files all together at the link provided in the Instructions & Submission Deadline section of the Scientific Presentation Competition web page of the SDMS website.
3. Elements of a complete abstract paper submission include:
 - Title page (with or without author identification depending on copy)
 - Abstract
 - References (AMA format in order appearing within the manuscript) (if applicable)
 - Image/figure legend (if applicable)
 - Illustrations, photographs, tables, and/or graphs (if applicable)

RECOGNITION/AWARDS

1. Monetary awards are awarded as follows: First Place: \$250, Second Place: \$150.
NOTE: If a winning submission was submitted as a group entry, the monetary award will be sent and made payable to the primary author, if not claimed at the SDMS Annual Conference.
2. First and second place entry winners will receive a plaque indicating the author name(s), date, and title of work. The plaque will be sent to the primary author, if not claimed at the SDMS Annual Conference.
3. Complimentary, transferrable tickets for up to four (4) authors of each winning entry to the SDMS & SDMS Foundation Awards event held at the SDMS Annual Conference.

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4. Recognition will be given at the SDMS Annual Conference, in the *Journal of Diagnostic Medical Sonography* (JDMS), SDMS press release, and SDMS social media release.