

## Abstract Evaluation Criteria

### Abstract Scoring

All eligible abstracts will undergo blinded peer review by at least three ACMT research committee members. Reviewers are required to disclose conflicts of interest and recuse themselves from review of any abstract involving a personal, professional, or financial conflict.

Scoring is based on five dimensions (1 low – 5 high) for each of the following elements:

- **Clinical Question:** interesting and relevant to medical toxicologists
- **Data Source:** appropriate for the clinical question
- **Analytic Method:** appropriate for the clinical question and data source
- **Results and Conclusions:** appear to be valid and useful to medical toxicologists
- **Presentation of the Abstract:** clear and complete

Reviewers are instructed to:

1. Grade each of the 5 elements independently.
2. Spread out scores using the entire range of 1 (low) to 5 (high). Reviewers are encouraged to be “tough graders.”
3. Reviewers are free to assign all scores at their discretion, but are asked to consider the following guidelines:
  - a. Data Source: consider scoring case reports no greater than 3 on this domain.
  - b. Analytic Method: consider scoring simple counts/proportions that only refer to the study population no greater than 3 on this domain.
    - i. Examples: “99 cases (34%) came from Washington” should not score as highly as “the case rate was greatest in Washington (5.2 cases per 100,000 person-years).”
  - c. Results and Conclusion: consider scoring up if important limitations and sources of bias are discussed (e.g., “Cases in ToxIC are disproportionately more serious, and more representative of poisoning that occurs in urban areas, compared with exposures overall”).
4. Reviewers are asked to consider “Style” of abstracts -- given that all other elements being equal, a higher score should go to the abstract that adheres to the Guidelines
5. Reviewers are deliberately not shown which abstracts have been previously presented, so that each abstract is scored on its own merits.

### Selection Criteria

Abstracts will be selected as a platform, lightning oral, moderated poster, or poster presentation based on overall score:

#### *Platforms*

Each platform presentation is 15-minute presentation: 10 minutes for slide presentation and 5 minutes for audience and moderator questions. Platform presenters are not required to prepare a poster, but they are required to submit slides of their presentation prior to the conference.

- Research abstracts supported by the EMF-MTF Medical Toxicology Award are eligible for platform presentation at both the ACEP Research Forum and ACMT ASM.
- Best Platform: the Research Committee will recognize one platform as Best Presentation.

#### *Lightning Orals - New to 2019 ASM!*

Each lightning oral is a 7-minute presentation: 5 minutes for slide presentation and 2 minutes for audience and moderator questions. Lightning Oral presenters are not required to create a poster, but they are required to submit slides of their presentation prior to the conference.

#### *Moderated Poster*

Moderated posters will be displayed in a room adjacent to the main poster session room, and the moderated forum will take place at the same time as the regular poster session. Authors of moderated posters will be asked to give a 2-3 minute presentation of their poster, after which they will engage with a moderator and answer audience questions. Each presenter gets 5 minutes total.

#### *Poster*

A poster is a graphic presentation of an author's research. Authors illustrate their findings by displaying graphs, photos, diagrams and a small amount of text on the poster boards. One author of each poster must be present during its assigned poster session to stand by the poster and receive attendee comments and questions. Encore presentations will only be considered for poster presentations.

#### **Decision Announcements**

Abstract review and author decision letters will be completed mid-December 2018. All communications will be made by email.

All abstract presenters must register for the meeting. Early-bird registration rates end February 1, 2019.

#### **General Info for Posters**

- The poster board will be 4 feet tall by 8 feet wide, mounted on stands.
- Thumbtacks will be available on-site for mounting the displays.
- No audiovisual equipment is permitted for poster presentations.
- You will be notified of the date and time of your session.
- There will be approximately 50 poster sessions scheduled concurrently. Staff will be on-hand in the poster room to help you identify the correct row of boards for your session and the appropriate board number.
- The author must remain by his/her poster board for the duration of the one-hour session.
- Posters should be set up by 7:30 AM the day of your session.

- Posters should be taken down the evening after your session. Display materials not removed following the conclusion of the session will be discarded.
- Bring business cards with you in case the viewer is interested in more information.

### **Poster Development Tips**

- Materials should include the title of the presentation and list of authors. Letters in the title should be at least 1 inch high. Bring all illustrations needed -- figures, tables, color photographs, charts.
- The material should be well labeled and legible from a distance of 10 to 15 feet away. Lettering should be bold. If you will be posting typed material, use a large font size (24 point font) on white, non-glossy paper. Use 1-inch margins. Avoid use of fancy fonts. Use upper and lowercase letters. Sans serif fonts such as Veranda are much easier to read than Serif fonts.

### **Questions?**

ASMresearch@acmt.net