NECREC ABSTRACT SUBMISSION GUIDELINES

NECREC 2022 will be hosted at Eastern Connecticut State University in Willimantic, CT from October 21-22, 2022. Please read the following Abstract Submission Guidelines prior to submitting your abstract. If you have any questions not answered within this document you can email necrec@easternct.edu. Failure to comply with the below guidelines may lead to an abstract being rejected.

Abstract Submission Dates

The NECREC 2022 Abstract Submission site opens on Wednesday, June 15, 2022 and closes on Friday, August 5, 2022 at 5:00 PM EST US. There is no cost to submit an abstract, but if chosen, you must register to attend the conference.

Abstract Publication

All accepted abstracts will be published on the meeting website, in a conference publication and distributed to all conference attendees.

Abstract Selection

Authors of accepted abstracts will receive presentation details, and information and technical guidelines on how to prepare for their oral and poster presentations.

Abstract Withdrawal

Abstracts may be withdrawn by sending an email to necrec@easternct.edu. Withdrawal requests must be submitted by the submitting (contact) author and include the abstract submission confirmation number.

Authorship of Work

Authorship on multiple abstracts is permitted.

**NECREC 2022 Registration:
Online registration, registration and conference topic guidelines, and program information are available at
http://easternct.showare.com/NECREC**

ABSTRACT SUBMISSION GUIDELINES (Continued)

STEPS FOR SUBMITTING YOUR ABSTRACT

Submitting your abstract can take anywhere from 5-30 minutes. You will be prompted to complete the following steps when submitting your abstract. Please review the information below carefully and have available all author names, contact information and disclosure information for entry.

Step 1: Abstract Title
Step 2: Presentation Type
Step 3: Science Type and Topic

Step 4: Authors and Disclosures
Step 5: COI and Permissions
Step 6: Abstract Body
Step 7: Abstract Keywords

All abstracts must be completed and submitted by the abstract submission deadline date at 5:00 PM EST US. If you do not complete this submission prior to the deadline, your abstract will not be reviewed.

Step 1: Abstract title
Abstract titles should be short and specific, and entered in title case. For assistance with putting your abstract title in title case, visit www.capitalizemytitle.com

Step 2: Presentation Type
You may select your abstract to be considered for an Oral Presentation or a Poster presentation.

- Oral Presentation: Presenting authors will give a 10-minute presentation, followed by 15 minutes of audience Q&A. Oral presenters must attend in person in Willimantic, CT.
- Poster Presentation: Presenting authors may give up to a 5-minute presentation highlighting research key points during the NECREC Poster Session. Presenting authors may also bring printed posters for display during NECREC's Poster Session. You may also upload an image of your poster for digital poster sessions at the conference and on the website.

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ABSTRACT SUBMISSION GUIDELINES (Continued)

Step 3: Science Type and Topic

Scientific abstracts are accepted for submission across 6 topical areas. View the complete list of [2022 Abstract Topical Areas](#).

Step 4: Authors and Disclosures

Enter contact information and disclosures for all authors, and the presenting author's short biography. Edits to authors will not be accepted after the abstract submission site has closed. Please review this information carefully to ensure you have included all authors.

Step 5: Conflict of Interest (COI) and Permissions

Based on the disclosures entered for the presenting author, complete the Conflict of Interest (COI) resolution and recording permissions. If you change presenting authors in Step 4, you must also update this step so the COI and permissions are pertinent to the new presenting author.

Step 6: Abstract Body

Abstracts are text-only (with a 2,500-character limit, including punctuation, but excluding spaces). Graphics (e.g., figures and tables) are not accepted in the body of your abstract. Including references is optional. If references are included, they should be included in your abstract text and will count toward the 2,500-character limit. To preserve the peer review process, do not include any identifying information (e.g., institution or author names) in the body of your abstract (Step 6). All co-authors/primary investigators, their institutional affiliations, and any disclosures must be entered on the Authors page (Step 4).

Step 7: Abstract Keywords

Keywords help others search for and find your abstract. Type the keywords in the keyword space provided in the abstract survey. Minimum of 1 keyword and maximum of 5 keywords.

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NECREC ABSTRACT SUBMISSION GUIDELINES (Continued)

Co-Author and/or Primary Investigator Review

The submitting author (contact) is responsible for ensuring that ALL co-authors and/or primary investigator review the abstract and agree to publish prior to submission. Failure to obtain permission to publish from co-authors may result in abstract rejection.

Disposition Notices/Abstract Acceptance

Abstract notifications will be emailed to presenting authors in mid-September. Presenting authors are responsible for communicating the presentation status of their abstract with their co-authors.

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Ethical Issues and Conduct

Authors who submit research with or engage in publication ethical violations will be subject to exclusion for future abstract submissions.

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