American Academy of Veterinary Nutrition
19th Annual Clinical Nutrition and Research Symposium
Co-Sponsored by Royal Canin, USA

June 5th, 2019
Phoenix, Arizona

CALL FOR ABSTRACTS

This year the AAVN is excited to announce that submissions for the AAVN Clinical Nutrition and Research Symposium will be accepted through an online submission process. Submissions will be accepted for both oral and poster presentations beginning January 4th. All interested speakers are required to complete the online submission process by January 25th. Abstract submissions for the AAVN Symposium should be high level, cutting-edge, new-to-the-field, technical topics that meet the education criteria of our members in any area related to basic, applied, or clinical nutrition in companion animals (dogs, cats, exotics), horses, livestock, or wildlife. Research studies, individual or population case reports, and novel investigations or findings are welcome. The program is open to all veterinarians, researchers, graduate students, residents, interns, veterinary technicians, and college students studying veterinary or animal sciences.

The Call for Abstracts online submission portal gives individuals the opportunity to submit abstracts to present at the AAVN Clinical Nutrition and Research Symposium. All completed applications received through the portal, prior to the deadline, will be reviewed and given full consideration by our review committee. All applicants will be notified of the status of their submission via email in March. Upon submission, please ensure you are available to participate in the conference in Phoenix, Arizona June 5th, 2019, and tentatively hold the date.

Below you will find information on important dates and proposal guidelines:

- Call for Abstracts Online Submission Portal opens January 4th, 2019
- Call for Abstracts Online Submission Portal closes January 25th, 2019

Two types of research abstract communications will be available:

- **Oral presentation**, strictly limited to 15-minutes
  - 12 minutes to present, 3 minutes for questions
- **Poster presentation**, available for viewing throughout the meeting.
IMPORTANT MEMBERSHIP REQUIREMENTS

• Active AAVN Membership is REQUIRED for presentation consideration.
• Students, Residents, and Interns MUST have a co-author or sponsor who is an active member of AAVN in addition to being a member themselves.
• A new membership application and dues payment, if applicable, may be submitted prior to the deadline of January 25th, 2019 if you are not a current member. Forms and instructions are available at www.aavn.org. It is strongly encouraged to submit renewals or new membership applications, if applicable, prior to January.

IMPORTANT DEADLINES

• All submissions must be made online using the AAVN electronic submission process.
• A link will be provided on the AAVN website (www.aavn.org) and dispersed via the AAVN listserv on January 4th, 2019.
• The last date for submitting abstracts is Friday, January 25th, 2019 at 11:59pm.

GUIDELINES:

1. All abstracts must be submitted using the online submission portal.
2. All submissions must adhere to the requirements outlined in these Guidelines.
3. All submissions will be reviewed anonymously and scored on multiple criteria by an independent review committee comprised of a minimum of 3 active AAVN members. In order to be accepted for presentation, the abstracts must meet minimum criteria of acceptability by 2 of 3 reviewers.
   • Submissions will be reviewed according to subject categories for scientific content, experimental design and statistical analysis where appropriate, animal welfare, relevance to veterinary nutrition and strict adherence to abstract formatting guidelines.
   • The highest scoring abstract submissions will be selected for oral presentation. All other accepted abstracts will be recommended for poster presentation.
     o If you do not wish to do an oral presentation of your abstract if accepted, then please indicate “poster only” in the submission portal.
     o You may select the option of “oral only” if you would like your abstract ONLY considered for oral presentation. By selecting this option, your abstract will be rejected if not recommended by the reviewers for oral presentation. DO NOT select this option if you would like your abstract considered for both poster and oral presentation.
4. Excessively poor grammar or clarity of writing is not acceptable.
5. Abstracts that have been submitted as a full-length publication before the abstract submission deadline are not acceptable.
6. Animals used in the described study are expected to have received humane care, i.e. according to the principles outlined in the NIH Guide for the Care and
Use of Laboratory Animals and/or the humane care guidelines found at the author’s institution.

- All abstracts involving animals **MUST** include a statement confirming that an institutional animal care and use protocol was approved and followed.
- Abstracts describing studies deemed to include unethical treatment of animals, even if approved by the author’s institutional animal care and use committee (IACUC) are **not acceptable** and subject to immediate rejection.
- Case reports for client-owned animals must include a release statement that owner approval was granted for presentation and publication. Abstracts will be rejected if these are not included.

7. Authors are encouraged to verify guidelines with editors of specific journals if the authors intend to subsequently publish the abstract material or the full manuscript separately.
- Accepted abstracts will be published in the *Journal of Animal Physiology and Animal Nutrition*. As a result, the maximum word count is 250 words, not including title or authors. Abstracts not adhering to the word count, guidelines provided above, and instructions provided below regarding formatting are **not acceptable** and subject to immediate rejection.

**Title and Author instructions**

**Author(s):**
- Enter each author’s name and institutional affiliations (including city and state). If no institution is involved, give the city and state.

**Title:**
- 15 words maximum. Clearly indicate the nature of the investigation.
- Abbreviations should be avoided.
- Use Mixed Case for the Title.

**Preparing your Abstract for AAVN Clinical Nutrition and Research Symposium Submission**

Abstracts that do not fit within these guidelines can be rejected based on formatting.

**Typing Instructions for Abstract Entry:**
- Do NOT include author and institution information. You will be able to enter this information online when you submit the abstract.
- Do NOT include the title. You will be able to enter this information online when you submit the abstract.
- Proof your submission carefully as the abstract will appear EXACTLY as submitted to the review committee and in print, if accepted.
- Modifications to your submission **CANNOT** be made after successful submission through the online portal.
- Line spacing is single.
- One blank line between paragraphs.
Content:

- Do NOT mention support of work for a research grant, conflict of interest or copyright permission. These disclosures are required at time of presentation in a Conflict of Interest Declaration statement/slide.
- **Do not use subheadings (e.g/ Methods, Results).**
- Organize the body of the abstract as follows:
  - A statement of the purpose of the study.
  - A statement of the methods used.
  - A summary of the results presented in sufficient detail to support the conclusions. Statements that data is pending are not acceptable.
  - A statement of the conclusions reached (it is not satisfactory to state “the results will be discussed” or “other data will be presented”).
  - **Do not use subheadings.**

Abbreviations and Drug Names:

- Abbreviations accepted by JAVMA and JAPAN are suggested.
- Abbreviations otherwise not defined must be defined by the author by placing them in parenthesis after the full word the first time they appear.
- Abbreviations should be avoided in titles.
- Non-proprietary (generic) names are required the first time a drug is mentioned, written in small letters.
- Proprietary names are always capitalized, e.g. maropitant (Cerenia).

Questions?

Please contact Dr. Jessica Harris at aavnsymposium@gmail.com.