



Founded in 1940,
the CTS is a chapter
of the American
Thoracic Society



CTS 2017 · Carmel Conference
January 27-28, 2017
Carmel, California

Abstract Submission Deadline:
Monday, December 12, 2016
5:00 PM, Pacific Time

Submit abstracts via e-mail to: info@calthoracic.org

ABSTRACT CONTENT

- **Scientific Abstracts:**

Your scientific abstract must contain:

1. A descriptive title, list of authors and institutions;
2. An introduction/rationale to the study;
3. The methods used;
4. The results of the study including new data not previously published or presented at a major national or international meeting;
5. Conclusions of the study. It is not satisfactory to state: "The results will be discussed."

ALL ABSTRACTS NOT MEETING THESE MINIMUM CRITERIA WILL NOT BE ACCEPTED. It is recommended that the abstract content be organized with the following headings: RATIONALE, METHODS, RESULTS, AND CONCLUSIONS.

- **Case Reports:**

Interesting and unique case reports will be considered for presentation at the CTS International Conference. Each abstract should describe only a single case report. Case report abstracts must contain the following four components:

1. A descriptive title, list of authors and institutions;
2. An introduction
3. A description of the actual case report
4. A discussion of the novelty and importance of the specific case

- **Redundancy:**

1. Each abstract should have a distinctive hypothesis or include a unique methodology that is clearly differentiated from the other abstracts submitted by a single research group.
2. An abstract that fails to meet these criteria will be considered a duplicate.
3. Duplicate abstracts from a single research group will be rejected.

- **Prior Publication:**

Abstracts submitted to CTS can also be submitted for ATS 2017. Abstracts published or presented at a major national or international meeting **one year** prior to the 2017 CTS International Conference need to be disclosed to the committee in order to be considered. Abstracts of work presented at local or regional meetings may be submitted for consideration.

- **Research Funding Source:** All abstracts must specify funding source: i.e., pharmaceutical firm name, grant name and source or other specific funding source. Compliance to this rule is a prerequisite for review. **Abstracts of**

research funded by tobacco industry sources (whole or in part) will not be considered. If you have no specific funding source, please indicate "none."

- **Co-authors:** It is required that all authors listed on the abstract have knowledge of the abstract submission.
- **Abstract Length:** The total word count of an abstract may not exceed 400 words. Note: The 400 word count is for the abstract body (title, authors' information, institutions, tables, images and spaces between words will not count towards the 400 word count).

Table/Graph/Image: A maximum of 1 table OR 1 image/graph can be included in the abstract. Table OR image/graph will not count towards the 400 word count. Please note: Table/Image/Graph must be legible for review.

Please attach and submit 1 table OR 1 image/graph on a separate Microsoft word document.

E-MAIL NOTIFICATION

- Notification of abstract acceptance or rejection will be sent electronically to the **Presenting Author** in the beginning of **January 2017** at the email address provided in the CTS 2017 Abstract Submission Form. **Please note:** Check both your inbox and junk mail folder for your email notification.
- It is the responsibility of the Presenting Author to ensure that the email address is correct because correspondence relating to the abstract will be sent to this address.
- If you have **not** received notification by in the beginning of January 2017, please contact CTS at info@calthoracic.org.

PDF SUBMISSION NOTES

This section contains information to guide you through the pdf submission process. We recommend that you print this page and use it as a reference during this process.

- Open the CTS 2017 Abstract Submission Form.pdf file, you will have the option to edit and save on the form.
- Save your work periodically, we recommend renaming and saving the file with your ***"First name Last name – CTS 2017"*** (i.e. ***Joe Smith – CTS 2017***). The renamed CTS 2017 Abstract Submission Form has to be submitted via email to info@calthoracic.org to complete the submission process.
- Fill all fields on the form to the best of your knowledge, please review scientific/case report requirements as well as format prior to submission. ***Please attach and submit 1 table OR 1 image/graph on a separate Microsoft word document.***
- We recommend drafting your submission on Microsoft word prior to filling the CTS 2017 Abstract Submission Form, this provides you the option to review the total word count (**see Abstract Length**) and make the appropriate changes.
- Copy and Paste your abstract from Microsoft word, ONLY when you are sure that your abstract is complete and in final form.
- Print out and proofread the abstract to verify that it is correct before completing the submission process.
- You will receive an email confirming your abstract submission. If you do not receive confirmation of abstract submission within 3 business days, please contact info@calthoracic.org.

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