

To: All potential Presenters for the 2019 SEACSM Meeting

From: Rebecca A. Battista, Ph.D., President-Elect SEACSM

Date: August 15, 2018

Subject: Call for Free Communication and Clinical Case abstracts, Tutorial and Symposium Applications, and Student Research Awards.

DEADLINE: The deadline for receipt of all abstracts is 11:59 pm EST on October 1st, 2018. (Monday night)

SEACSM ABSTRACT SUBMISSION GUIDELINES

Abstracts are only being accepted electronically and must be submitted no later than 11:59 pm (Eastern Standard Time) on October 1st, 2018.

Please read and follow the directions below for the submission of research abstracts.

Abstract submissions that do not follow the submission guidelines will be rejected. Abstracts that do not meet scientific or editorial standards will not be accepted.

Rules for Submission (Check all items before submission)

Each person is limited to one first author scientific abstract for this meeting; there is no limit on co-authoring other abstracts.

1. The first author listed must present the abstract if accepted.
2. The primary focus of the abstract must be novel. The work must not have been accepted or presented at another meeting, nor published as a full paper at the time of submission.
3. All studies must comply with IRB guidelines for human subjects, informed consent, or animal studies.
4. To ensure consistency and clarity: (a) All wording should be in English, using correct spelling and grammar; (b) All acronyms are required to be fully defined prior to use; (c) Units of measurements should be reported following Systeme International de'Unite (SI) standards.
5. Font should be Times - 12 point or Times New Roman - 12 point. Use of other fonts may result in the loss or changing of characters.
6. No figures, tables, or symbols should be included in the abstract.
7. **The abstract must include all components outlined in the "Preparing the Abstract" section, and must fit into a box with the following dimensions: 5.75 inches wide by 5 inches high. There is a limit of no more than 25 lines of text and a limit of 2750 total characters (spaces included in this total). It will not be reviewed if it does not comply with the components and length standards.**

Preparing the Abstract – Free Communication (Oral, Poster, or Thematic Poster)

1. **Title** – The title should be brief (limited to 15 words). Type the title of the abstract in all caps. The title should be succinct and descriptive of the research study performed.
2. **Authors** – Indent three spaces and type the authors first (initials should be used for first and middle names) and last names with the presenting author first. **Do not include degrees.**
3. **Institutions** – Immediately following the author's names, include the institutions of all authors. **Do not include departments.** Number institutions if there is more than one and indicate the number in superscript next to last name. ex. A. Smith¹, J. Brown²

4. **Text** – Skip a line and type the text in one continuous paragraph, flush left, single-spaced. The abstract text must be informative with the following REQUIRED sections: a sentence or two to provide background leading to the statement of the study’s specific purpose and why this is novel, followed by (a) **Purpose** - A sentence with a clear statement of the study’s specific objectives; (b) **Methods** - Brief statements describing procedures to acquire data, including statistical procedures used to evaluate data and determine significance; (c) **Results** - A summary of the results obtained must be reported with proper units; and (d) **Conclusions** - A statement of the conclusions that are appropriate based on your data.
 - a. *Lack of inclusion of experimental data will result in the abstract being rejected.*
 - b. *Projects that include only 1 outcome variable, or limited data may be rejected.*
 - c. *If you state, “The results will be discussed” – the abstract will be rejected.*
 - d. *When making conclusions, do not go beyond your data.*
 - e. *Multiple abstracts reporting partial data from a single experiment may be rejected.*
5. **Grant or Funding Information** - Indicate grant or funding information on a single indented line at the bottom.
6. Provide all of the information requested in the spaces immediately below the box.
7. Choose a Category Number for free communication & poster abstracts from the pull-down menu on the abstract form.
8. *No figures or tables or symbols should be included* in the abstract as submitted.
9. Your abstract must fit into a box with the following dimensions: 5.75 inches wide by 5 inches high. There is a limit of no more than 25 lines of text and a total of 2750 characters. Title, authors, and institution should be included in all abstracts. In order to make all abstracts readable in the program, no more than 14 characters and spaces per horizontal inch and 6 lines-per vertical inch should be used or the abstract will be rejected without review. Required fonts for electronic submissions are TIMES - 12 point or TIMES NEW ROMAN - 12 point, normal spacing. Use of other fonts may result in the loss or changing of characters.
10. All boxes in the form *must have information* entered or the submission process will not occur.

Note: If your abstract is not in the proper format or does not comply with length or component requirements it will be rejected without review.

*Guidelines adapted from the American College of Sports Medicine *2018 Call for Scientific and Clinical Case Abstracts Guide*, available by visiting <http://www.acsmannualmeeting.org/>.

Preparing the Abstract – Tutorials and Symposium

1. **Title** – The title should be brief (limited to 15 words). Type the title of the abstract in all caps. The title should be succinct and descriptive of the research study performed.
2. **Authors/Speakers** – Indent three spaces and type the authors first (initials should be used for first and middle names) and last names with the presenting author first. **Do not include degrees.**
3. **Institutions** – Immediately following the author's names, include the institutions of all authors. **Do not include departments.** Number institutions if there is more than one and indicate the number in superscript next to last name. ex. A. Smith¹, J. Brown²

4. **Text** – Skip a line and type the text in one continuous paragraph, flush left, single-spaced. The abstract text must be informative and include a brief description of the proposed session which includes the scope and description of the proposed presentation. In addition, at least one learning objective should be provided and one to two changes learners should be able to make following your session.
5. **Grant or Funding Information** - Indicate grant or funding information on a single indented line at the bottom.
6. Provide all of the information requested in the spaces immediately below the box.
7. Choose a Category Number from the pull-down menu on the abstract form.
8. ***No figures or tables or symbols should be included*** in the abstract as submitted.
9. Your abstract must fit into a box with the following dimensions: 5.75 inches wide by 5 inches high. There is a limit of no more than 25 lines of text and a **total of 2750 characters**. Title, authors, and institution should be included in all abstracts. In order to make all abstracts readable in the program, no more than 14 characters and spaces per horizontal inch and 6 lines-per vertical inch should be used or the abstract will be rejected without review. Required fonts for electronic submissions are TIMES - 12 point or TIMES NEW ROMAN - 12 point. Use of other fonts may result in the loss or changing of characters.
10. All boxes in the form ***must have information*** entered or the submission process will not occur.

Submitting Abstracts - Information

After your submission, you will see a note in your browser and will receive an e-mail notice within a day, if your submission has been successfully submitted. You need to keep a copy of this notice as verification of your submission. Another email message will be sent in late November/early December indicating whether or not your submission has been accepted for presentation at the Annual Meeting. Please ensure that the email you provide with your submission will be available during the November notification period. If in doubt, list your major professor or another acceptable email address. Please remember to keep your submission verification as proof that your submission was on time. Do not wait until the last day to submit, as this results in an overloading of the site.

Applications for conducting a tutorial, symposium, or free communication presentation must be completed and submitted electronically. No paper submissions will be reviewed or accepted. To submit electronically, go to SEACSM web site (<http://www.seacsm.org>), use the button for Annual Meeting, click on 'submission.html', complete the appropriate form (s), and submit then from the web site. If you are unable to access this site, please contact Dr. Rebecca Battista (President-Elect) by phone, (828) 262-3047, or email to: battistara@appstate.edu.

Several different types of abstracts are accepted for the Annual Meeting. The bulk of the meeting abstracts are the communication or original research (Free Communications-Poster, Oral; Thematic; Clinical Case Abstracts) while the remainder of the abstracts deal with reviews of current thought in a particular area (Tutorials, Symposia). Special consideration will be given to those symposia and tutorials that present an integrated approach; i.e., those symposia/tutorials that present all aspects of a topic including the basic, applied, and/or clinical aspects of the topic. Each of the abstract types is further described below.

FREE COMMUNICATION (Oral, Poster, or Thematic Poster): A free communication typically involves a brief presentation of results of a research study involving basic, applied and/or clinical aspects of exercise science and sports medicine. A free communication may be

presented orally as a slide presentation (15-minute oral presentation, 12-minute presentation/3 minute question period) or as a poster (4' by 6' poster presentation). **Thematic poster:** Thematic poster sessions are presented in two parts. During the first part, the poster is available for viewing by attendees. During the second part, the author will briefly (5 minutes) present the poster during a moderator-led session.

Tutorials: A tutorial provides a critical review and analysis of the current state of knowledge in a field of interest to researchers and/or practitioners in sports/exercise science. Typically, it is a session designed to teach the audience about a topic that may not be familiar to them. Fifty to 60 minutes have been allotted for each tutorial. Be sure to reserve 5 to 10 minutes for questions and discussion from the audience.

Symposium: A symposium provides “state of the art” presentations/lecture on topics of current interest to researchers and/or practitioners. Often, several individuals will discuss different aspects of the topic. A total of 50 to 60 minutes have been allotted for each symposium. Be sure to reserve 5 to 10 minutes for questions and discussion from the audience.

Individuals should indicate their preference of presentation format on the abstract form; however, the program committee reserves the right to assign methods of presentation (oral, poster, thematic) to balance the program needs. Every effort will be made to accommodate individual preferences. *All free communications must be original research, not previously presented, published, or under consideration for presentation elsewhere. For students: the same research can be submitted first to SEACSM and later to the National ACSM, but not in the reverse order. Abstracts must include purpose, methods, results and conclusions. It is not acceptable to write the abstract stating that the results and conclusions are not yet available, but will be provided during the presentation. Non-originality is ground for rejection.*

Each person is permitted to present and be listed as first author on only one paper, but may be co-author on as many papers as desired.

SUBMISSIONS: PLEASE READ CAREFULLY: The first author (or all authors of a symposium or tutorial) is **required** to be present at the SEACSM conference to present the submitted abstract at the assigned time. If extenuating circumstances prevent the author from presenting, the President-Elect should be contacted as soon as possible to arrange an acceptable alternative. **Failure to present the abstract will result in a two-year ban of SEACSM presentations for both the first author and (if applicable) faculty mentor.** Therefore, an abstract should not be submitted unless the author is confident that he/she will be able to attend the SEACSM meeting on any of its scheduled dates. *Any abstract submitted by a student should first be read and approved by that student’s faculty mentor. Students must provide a valid email and work phone for their faculty advisor, as notifications about the submission will be sent to the advisor as well as the student.*

Sample Abstract (Sample of a free communication or poster abstract to show style-size of box reduced to save space -Do not use this box size for submission! Do not wait until the last day to submit your abstract as this does not allow time to address any technical issues!)

INCREASES IN HDL-CHOLESTEROL AND THE HDL/LDL CHOLESTEROL RATIO DURING PROLONGED ENDURANCE EXERCISE

JL. Durstine, W. Miller, S. Farrell, W.M. Shennan, and JL. Ivy. The University of South Carolina, Columbia, SC 29208

Low-intensity exercise may provide health related benefits. **Purpose:** The influence of prolonged, low-intensity exercise (45% V_{O2}max) until exhaustion on plasma lipid concentrations, in particular high-density lipoprotein cholesterol (HDL-C), and the time sequence associated with changes in these blood constituents was investigated in 10 trained subjects. **Methods:** The exercise consisted of walking on a motor-driven treadmill until exhaustion. Blood samples were drawn before, at 30 and 60 minutes after the beginning of exercise, at each hour after that until exhaustion, immediately before exhaustion, and after a 30-minute recovery period. Fluids were given during the exercise session and values were corrected for plasma volume change. **Results:** At exhaustion, the total cholesterol concentration was significantly elevated by 3% and rose during the recovery period. The HDL-C level was significantly elevated within two hours after the start of exercise and by exhaustion (about 4.5 hours of exercise) had risen to 52.5 ± 2.3 mg.dL⁻¹, which represented a 10.8% increase above the pre-exercise concentration (47.4 ± 1.8 mg.dL⁻¹). The HDL/LDL cholesterol ratio followed a pattern similar to that described for HDL-C. Plasma free fatty acids (FFA) also increased linearly during the exercise period, but were not significantly correlated with HDL-C during exercise ($r = 0.14$). **Conclusions:** These results suggest that prolonged, low-intensity exercise can acutely improve the lipid profiles of humans.

Supported by a Grant from Ross Laboratories

CLINICAL CASE ABSTRACTS: Deadline for case abstract submissions is Tuesday, December 10, 2018 at 5 PM ET for the 2019 meeting. Authors of cases that are accepted for presentation during the 2019 SEACSM Clinical Track will be notified by Wednesday, January 2, 2019.

Please send case submissions (Microsoft Word Document as e-mail attachment) directly to Dr. Brent Messick at this email: Brent.messick@ [carolinashealthcare.org](mailto:Brent.messick@carolinashealthcare.org) . Required format for case abstract submissions is as follows (500 word limit, not including title): Title of Case, History (to include history of present illness, past medical history, medications, allergies, etc.), Physical Examination, Differential Diagnosis List, Data (to include diagnostic tests performed and results, laboratory studies performed and results, etc.), Final Working Diagnosis and Treatment, and Outcome. Be sure that all submissions include contact information and email address.

SEACSM STUDENT RESEARCH AWARDS SUBMISSION: The Student Research awards categories include: Undergraduate, Masters, and Doctoral. SEACSM presents checks to the top three student research award winners in each category (\$300/\$200/\$100). When submitting your abstract, indicate that your abstract should be considered for one of the Student Awards and the submission category when you submit for the Annual meeting. The finalist abstracts in each student category will be selected, and judged by a review committee selected by SEACSM Board members, based upon the submitted abstract. Each of these finalists will be required to submit a PDF file of their final poster, one week before the meeting (2/7/19) for the judges to review, before their posters are presented in a specified session at the Annual meeting during which time they will be judged. The poster award winners will be announced at the conference luncheon on Saturday and all finalists are expected to attend. For those not selected for the Award Poster session, their posters will be presented at the Annual meeting in a poster session

specific to the topic. The complete eligibility criteria as well as the application process are on the SEACSM site, www.seacsm.org.

SEACSM Student Category Criteria: For the 2019 SEACSM meeting, students can submit their abstracts for the student competition if they were a student during the time of their data collection. In other words, if a student collected data in the spring of 2018 and was an undergraduate student, he/she can submit his/her abstract for the 2019 SEACSM meeting as an undergraduate student. Likewise, if he/she was a Master's student and collected data in the spring of 2018, he/she can submit his/her abstract for the 2019 SEACSM meeting as a Master's student or if a doctoral student and collected data in the spring of 2018, he/she could submit the abstract for the 2019 SEACSM meeting as a doctoral student. These student categories criteria require that this is the first submission of the data and that the project was done primarily by the student.

ACSM \$1200 Presidential CUP: ACSM is continuing the Presidential Cup Challenge in 2019. Each regional chapter will select the top graduate poster (Master's or Doctoral) to compete in the 2019 ACSM Presidential Cup at the ACSM National Meeting in Orlando, FL in 2019. At the time of this publication, not all of the specific details have been worked out, but ACSM is providing up to a \$1200 towards attending the 2019 ACSM Meeting in Orlando, FL and waiver of registration for the ACSM National meeting. The top chapter award winners will then present at the national meeting. SEACSM will select our top Graduate Poster based upon finalist presentations from our 2019 SEACSM meeting in Greenville.

SEACSM SCHOLAR AND SERVICE AWARDS: SEACSM members are invited to submit nominations for the annual SEACSM Scholar Award and the SEACSM Service Award. The Scholar Award was instituted to honor and recognize outstanding contributions to the body of knowledge related to medicine and science in sports and exercise. The Service Award was instituted to honor and recognize outstanding service to the organization. It is recommended that the prerequisite be five years of active SEACSM participation. Nominations should be received by September 10, 2018. All letters of nomination should provide at least two reasons supporting the nomination award. Letters of nomination for the SEACSM Scholar and Service Awards should be sent to: Dr. Michael McKenzie, SEACSM Past President Appalachian State University, Dean and Professor, Cratis D. Williams School of Graduate Studies, 287 Rivers Street, Boone, NC 28608 (W) 828-262-2690 E-mail:mckenziemj@appstate.edu

MEETING INFORMATION: This year's annual meeting of the Southeast Chapter of the American College of Sports Medicine (SEACSM) will be held February 14-16, 2019 at the Hyatt Regency in Greenville, SC. The program will include tutorials, symposia, free communications (oral and poster), clinical case studies, the student bowl and the graduate school fair, as well a chance to network with colleagues from the Southeast.

MEETING REGISTRATION: Online registration links for the meeting will be posted on the chapter website: seacsm.org. If you register early, you can get a reduced rate which helps with the organizational process of the meeting. Hotel registration materials will also be posted. The links should be operational sometime early Fall. The meeting will be at the Hyatt Regency in Greenville, SC on February 14-16, 2019. Official name tags will only be provided to individuals that use the online registration process. **Registration for the SEACSM meeting and the Grad Fair will use the ACSM site portal.**

<http://www.acsm.org/attend-connect/events-and-conferences/regional-chapter-meetings>

Contact Heather Turner at ACSM with questions on the ACSM site (email) hturner@acsm.org