

## Scientific Session Presenter Instructions

For those selected to present at the 2024 meeting, please review the following information. All presenters are required to register for the 25th Annual Meeting general session.

### Opportunities for Publication

- Accepted abstracts will be published online in the *Annals of Surgical Oncology*.
- Authors of abstracts accepted for Oral and Quick Shot presentation and selected poster presentations are invited to submit a manuscript for possible publication in the October issue of the *Annals of Surgical Oncology*. All manuscripts must be submitted by April 3, 2024. All submissions are required to have a visual abstract. ASO no longer has a word count in effect. Suggested word limit is 3500 words and up to 7 figures/tables. The abstract word limit of 250 words will be enforced for the manuscript. No extensions will be given for this deadline.
- Fellows, residents, and medical trainees presenting an Oral or Quick Shot presentation are **required** to submit a manuscript for possible publication in the October issue of the *Annals of Surgical Oncology* to be considered for the George Peters Award or Outstanding Scientific Presentation Award. All manuscripts must be submitted by April 3, 2024. No extensions will be given for this deadline. If a manuscript is not submitted, the presenter will not be eligible for either of these awards.

### Award Eligibility

Oral and Quick Shot presentations by a breast fellow will be considered for the following:

- **The George Peters Award** for the best abstract presented by a breast fellow. (Fellows eligible for this award are required to submit a manuscript to *Annals of Surgical Oncology* by April 3, 2024.) This award was established by the Society to honor Dr. George N. Peters, who was instrumental in

bringing together the Susan G. Komen Breast Cancer Foundation, The American Society of Breast Surgeons, the American Society of Breast Disease, and the Society of Surgical Oncology to develop educational objectives for breast fellowships. The educational objectives were first used to award Komen Interdisciplinary Breast Fellowships. Subsequently the curriculum was used for the breast fellowship credentialing process that has led to the development of a nationwide matching program for breast fellowships. The winner of the George Peters Award receives \$1000\* and a plaque.

Oral and Quick Shot presentations by a fellow, resident, or medical trainee will be considered for the following:

- **The Outstanding Scientific Presentation Award** for the best paper presented by a medical student, resident, or fellow. (Medical students, residents, or fellows eligible for this award are required to submit a manuscript to *Annals of Surgical Oncology* by April 3, 2024.) The winner of the Outstanding Scientific Presentation Award receives \$500\* and a plaque.

All Oral presentations will be considered for the following:

- **The Scientific Impact Award** for the best paper as voted on by the audience. The winner of the Scientific Impact Award receives a plaque.

*\*A prize of \$1,000 will be granted to the winner of the George Peters Award and \$500 to the winner of the Outstanding Scientific Presentation Award—both of which are supported by The American Society of Breast Surgeons Foundation.*

## Scientific Session Oral Presentation Instructions

### Presentation Upload Instructions

You will receive an email with instructions for uploading your presentation online in advance of the meeting.

### Presentation Timing

During the scientific session, each presenter will be given 6 minutes for their oral presentation followed by 2-3 minutes for questions.

## Promote Your Research

All scientific session presenters are encouraged to submit 1 slide summarizing your abstract's data. The slide will be promoted on the society's social media accounts. To request the slide template, email [abstracts@breastsurgeons.org](mailto:abstracts@breastsurgeons.org). **All slide submissions are due by March 27, 2024.**

## Quickshot Session Presentation Instructions

### Presentation Upload Instructions

You will receive an email with instructions for uploading your presentation online in advance of the meeting.

### Presentation Timing

Each presenter will be given 3 minutes for their oral presentation followed by 2 minutes for questions.

## Promote Your Research

All quickshot presenters are encouraged to submit 1 slide summarizing your abstract's data. The slide will be promoted on the society's social media accounts. To request the slide template, email [abstracts@breastsurgeons.org](mailto:abstracts@breastsurgeons.org). **All slide submissions are due by March 27, 2024.**

## Poster Session Presentations

### Poster Instructions

- The Scientific Poster Session and Reception will be held on Friday, April 12, 2024. Your abstract's presenter must be available to discuss the poster with interested meeting attendees during this session.
- The American Society of Breast Surgeons will provide thumbtacks and a 77-inches-wide by 48-inches-high carpeted, framed board on which to mount your poster.
- ASBrS has partnered with the FedEx Office® located at the headquarters hotel, the Orlando Marriott World Center. You are not required to use this service. An email with ordering information will be sent to all presenters. Please note,

poster orders via FedEx Office® typically need 48-72 hours' notice at minimum.

- All poster presenters will be contacted by email with specifications on creating your poster for the online gallery.
- More details about the poster sessions will be provided to you in the coming weeks.

## Questions?

**Email:** [abstracts@breastsurgeons.org](mailto:abstracts@breastsurgeons.org)

**Phone:** 410-381-9500 or 877-992-5470 (M—F 8:30 AM—5:00 PM ET)