

**NYACP ABSTRACT/POSTER COMPETITION FAQ'S - May 27, 2022**

**Q:** What is the deadline for abstract submissions?

**A:** The deadline for abstract submission is **Friday, February 11, 2022**. Abstracts must be submitted on-line at [www.nyacp.org](http://www.nyacp.org), click the abstract form link under the Medical Student and Resident/Fellow Section.

**Q:** How should I form my abstract?

**A:** Abstract instructions and guidelines can be found on the website under the student and resident section (on the same page as the abstract form). Any questions regarding formatting and /or categories should be directed to the abstract instructions.

**Q:** Where can I find the Program Director Authorization Form?

**A:** The Program Director Authorization Form can also be found on-line under the Medical Student or Resident (on the same page as the abstract form). The form needs to be signed by the submitter's program director and emailed to [klabello@nyacp.org](mailto:klabello@nyacp.org). You can either take a picture or scan your form and attached to an email.

**Q:** How many abstracts am I allowed to submit?

**A:** A maximum of **2 Abstracts** may be submitted per person. If 2 abstracts are submitted, **and both are accepted, only one can be presented at the competition**, and the resident/medical student must notify NYACP office within 5 days of notification which abstract they will present.

**Q:** Can I re-submit an abstract that was submitted to any prior competition

**A:** **YES, 2** is the magic number. Any one abstract can be submitted a maximum of **2** times to any ACP Poster Competition (including Chapter and National Competitions). If an abstract won or placed in a previous ACP or NY Chapter competition it is **not** eligible for re-submission. If an abstract was submitted to another specialty society's competition it **is** eligible for submission to our competition, however, you may want to check with the other society's rules and regulations.

**Q:** What is the **maximum # of words allowed per abstract?**

**A:** The **maximum # of words allowed is 450**. You cannot go over 450 words. The word maximum should not include title or author, they are in separate fields. Do not include references in your text field. You will be able to include references on your poster.

**Q:** Can I make any changes to my abstract after it is submitted?

**A:** **No changes can be made to an abstract once it is submitted.** If someone has *significant Changes*, they may *re-submit* the updated abstract and the older version can be deleted as each Abstract is listed by time and date. However, the online submission will only accept two abstracts per ACP number. You must also pay for the second submission fee of \$30. **Please review your abstracts very carefully before submitting, including your additional authors. If your submission is accepted, corrections can be made on your final poster.**

**Q:** When will I know if my **abstract** has been **accepted** for presentation at the meeting?

**A:** The abstracts are sent out for preliminary judging shortly after the deadline. **Program Directors will be Notified by e-mail of the results** by the end of the week of April 15, 2022.

**Q. Do I need a password to log in and submit an abstract?**

**A:** We have eliminated the password feature for the abstract competition. **You do not need a password to submit an abstract.**