

Scientific Oral Abstract Presentation Guidelines

Scientific Oral Presentations **MUST** be presented in-person. If you cannot travel to present in person, you may change your presentation format to an ePoster or select a replacement presenter.

REQUIRED: Upload presentation slides to the AV company website: [CLICK HERE](#)

OPTIONAL: Upload slide summary to the Bravura speaker portal: [LINK TO BE PROVIDED](#)

	PRESENTATION SLIDES	SLIDE SUMMARY
	REQUIRED	<i>OPTIONAL – Must upload to be considered for Outstanding Project Awards</i>
Presentation Format	IN PERSON Four-minute oral presentation, with accompanying PowerPoint slides, shared session discussion	Available to attendees on kiosks & conference app with ePosters, excerpts & Educational Exhibits
Slide Format	PowerPoint (required)	PDF (recommended)
Slide Limits	20 slides max (recommended)	5 slides max
Upload Deadline	No less than two hours before session start time	Monday, April 20
How to Upload	1. Upload via the AV Speaker Portal: https://presenterhub.com OR 2. Visit the Speaker Ready Room no less than two hours prior to the session start time.	Upload slide summary to the Bravura Speaker Portal: LINK TO BE PROVIDED
Upload Limitations	2 GB max	100 MB max

Scientific Oral Presentation (*Required*)

Scientific Oral Presentation: A four-minute oral presentation, with accompanying PowerPoint slides, summarizing the details of original investigative research. Discussion time at the end of each session will be shared by all presenters scheduled in the session. These sessions will NOT be audio or video recorded.

Slide Summary for Meeting App & Poster Kiosks (*Optional; PDF Recommended*)

Oral abstract presenters are encouraged to also upload a brief slide summary (no more than 5 slides). Slide summaries will be included with ePosters, Excerpts and Educational Exhibits on the meeting app and on poster kiosks throughout the conference center. To protect your content in the meeting’s online platform, and to avoid animation/transition distortion on the poster kiosks, **we strongly recommend that you upload your slide summary in PDF format.**

****Please note, slide summary upload is required for Outstanding Project Awards consideration.**

Presentation Guidelines

Scientific Oral Presentations should serve an educational purpose. They should not promote commercial products. Solicitation of sales is prohibited and unacceptable in a scientific presentation. Requirements:

- Your presentation title and author(s) must be on the first slide of the presentation.
- Disclosures must be included in your presentation, even if you have nothing to disclose.
- Bibliographic sources may be included on individual slides pertaining to that slides' topic or a list can be included on one of the last slides of your presentation. Both may be included.
- **Logos of commercial interests are prohibited.** You may acknowledge commercial interest(s) or institution(s) contributions to your presentation on the first slide only WITHOUT USING LOGOS.
- A commercial interest is any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients. Providers of clinical service directly to patients are NOT commercial interests – unless the provider of clinical service is owned, or controlled, by a commercial interest. The following are NOT commercial interests:
 - 501-C Non-profit organizations that do not advocate for commercial interests
 - Government organizations and Non-health care related companies
 - Liability insurance providers/Health insurance providers
 - For-profit hospitals/For-profit rehabilitation centers/For-profit nursing homes
 - Blood banks/Diagnostic laboratories

Presentation Tips

Organization

Organize and present content in a logical order. Everything presented should support the central points of the paper. Verbal and visual components should complement and reinforce one another.

Visual Aids

Colors may be used but be mindful that layering various colors may be invisible to attendees with visual impairment. It is recommended to use a dark background and lighter colored text such as yellow. Use a small margin around the edge to allow for different screen and computer settings. Add interest by mixing images and text on a single frame or on alternate slides. Limit slides to no more than two (2) for each minute of the presentation.

Style

Direct the presentation to the audience. Convey enthusiasm and excitement for the work. Vary tone of voice. Avoid presenting in a monotone. Eliminate any impromptu remarks and jokes during the presentation.

Diction

The ASNR Annual Meeting and The Foundation of the ASNR Symposium attract attendees from throughout the world. English will not be the native language for some members of the audience. Avoid using slang and colloquialisms.

Timing

Practice and edit the presentation until it can be delivered clearly and understandably in the time allotted.

Welcoming Environment Policy

ASNR is committed to a welcoming environment for all participants in its events and users of its resources. All participants are required to conduct themselves in a professional manner at all times. We encourage a culture of bystander allyship and positive mentorship and professional modelling. Any participants who engage in inappropriate behavior at ASNR events or while using ASNR resources may be excluded from current or future events and other discipline may be applied. Complaints about inappropriate behavior may be directed to the ASNR CEO and/or member of the ASNR Board of Directors.

ACCME & HIPAA Compliance

- As a sponsor accredited by the Accreditation Council for Continuing Medical Education (ACCME), the American Society of Neuroradiology must ensure balance, independence, objectivity, and scientific rigor in all educational activities. It is an ACCME requirement that audiences at educational programs for which continuing medical education hours are awarded be informed of a presenter's academic and professional affiliations, or the existence of any significant financial interest or other relationship an author or co-author has with the manufacturer(s) of any commercial product(s) or services discussed in the electronic scientific exhibit. Any such relationships must be disclosed in the exhibit.
- By ASNR policy, the content of all educational presentations given at ASNR meetings must be compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and U.S. Department of Health and Human Services regulations implementing this act. To comply with HIPAA regulations, patient confidentiality must be maintained in all educational presentations (oral, printed, or electronic). Members of the ASNR Education Exhibits, Program Committees and ASNR Staff identify ways to improve overall presentation quality and HIPAA compliance throughout the programming.
- Patient confidentiality must be protected. Names, dates of scans, birth dates, medical record numbers or identities must not be included on slides. By ASNR policy, the content of all educational presentations given at the ASNR meeting must be HIPAA compliant. Members of the ASNR Educational Exhibits, Education, Program committees, and the ASNR staff will be monitoring HIPAA compliance by presenters.

After ASNR26

Report any biased discussions, problems, questions or concerns to Erica Kruse, ASNR Director of Education, via email at ekruse@asnr.org.

Questions

All questions regarding ASNR, educational content, scheduling, and general meeting should be sent to education@asnr.org.

Uploading Slide Summaries for Meeting App & Poster Kiosks *(Optional; PDF Recommended)*