

- All authors agree to abide by ASRM policies pertaining to submission, publication and presentation of abstracts.

To submit an abstract:

- 1) Review the submission instructions and guidelines below, including the information on awards.
- 2) Go to <http://www.asrm.org/Professionals/Meetings/annualmeeting.html>.
- 3) Click the link to the Scientific Abstract Submission Program.
- 4) Create and enter a personal user name and password.
- 5) Remain logged on while completing the abstract submission sections.
- 6) Save your work as you complete each section. You can return to your password-protected abstract at a later time for editing, until you proof and submit the abstract.
- 7) Review a printed copy of your abstract (keep the copy for your file) and make changes in the online program before you submit it. **No changes** can be made to the title, authors or body of the abstract after the abstract is submitted.
- 8) Submit the abstract.

Due to the current travel restraints, all individuals who require a visa to enter the United States are urged to obtain necessary papers immediately to attend the meeting upon submission of the abstract. A letter inviting any individual who wishes to attend may be obtained by request at asrm@asrm.org. This letter does not imply any financial support by ASRM.

Electronic Submission Web Address:

<http://www.asrm.org/Professionals/Meetings/annualmeeting.html>

Available online March 14, 2008

GUIDELINES FOR ABSTRACT SUBMISSION:

A. CONTENT

- 1) Abstracts must adequately describe the research performed so that the quality, originality, and completeness of the work can be evaluated. Only structured abstracts with the following headings can be submitted. Failure to follow the proper format will disqualify the abstract for grading and consideration.
 - a) **Objective:** An introductory sentence indicating the objective and purpose of the study
 - b) **Design:** A briefly worded description of the study design
 - c) **Materials and Methods:** A description of experimental procedures including applicable statistical evaluation
 - d) **Results:** A summary of the new, previously unpublished data and results
 - e) **Conclusions:** A statement of the study's conclusions
 - f) **Support:** Identify all sources of financial support for the research or state "None" if appropriate.
- 2) Abbreviations used in abstracts must be defined. Abbreviations are permitted in titles if they immediately follow the term being abbreviated and are enclosed in parentheses. If used in the text, they should be defined at first mention if not already defined in the title.
- 3) ACCME guidelines require generic names be used for pharmaceuticals, biologics, and medical devices. The trade name of the particular product used in a study may be included in parentheses the first time the product is referenced. The trade name may be used if the product is the only one of its general type and use of the generic name would encumber the reader.
- 4) Limit the number of authors to six (6) – **no exceptions**.
- 5) In the abstract textboxes, list the presenting author first. Type each authors' first name, initial, last name and affiliation in upper and lower case but do not bold them.
- 6) Do not identify individuals in the title or abstract body. Doing so will result in the abstract being disqualified.
- 7) Bold the title and type it in all capital letters (all caps).
- 8) Abstract size limits: The body of the abstract is limited to 2500 characters which may include up to two tables. Inclusion of tables will replace some character space. Figures and/or graphics are not permitted and will be deleted. Titles are limited to 200 characters and are not included in the abstract body character count. Author names and affiliations are not included in either character count.
- 9) In the online abstract submitter, provide a completed, separate Disclosure Declaration for every

- author. On the disclosure pages include the first name, initial, last name, degree(s), affiliation, and email address for each author on his/her page.
- 10) Check "Poster Only" if you wish your abstract to be considered for poster presentation only.
 - 11) Check "Fellow" if you are a fellow in training in an American Board of Obstetrics and Gynecology approved program leading to certification in Reproductive Endocrinology and Infertility.
 - 12) Check "Data are submitted for a separate scientific abstract and video presentation" if the results will be submitted for presentation as an abstract (oral or poster) and the methodology will be submitted as a video. Note: The two presentations cannot be identical and will be reviewed for duplication.
 - 13) Check "I accept complete responsibility for the data at the time of submission."
 - 14) If appropriate, check "The abstract has been approved by a local Institutional Review Board (IRB) or equivalent" if human subjects or any human materials were utilized.
 - 15) Check "The abstract contains original work. The work has not been 1) presented at a meeting of another national or international scientific organization prior to this meeting, or 2) submitted for publication at the time of submission to ASRM."
 - 16) When you have completed the abstract submission process, **print a copy of your abstract and keep it for future reference.**
 - 17) **Review a printed copy of your abstract and make final revisions before you submit it. No changes can be made to the title, authors or body of the abstract after it is submitted.**
 - 18) Review and selection of abstracts: Abstracts will be reviewed by the Program Committee and selected for inclusion in the program on the basis of scientific content and significance to the field of reproductive medicine. Reviewers will consider the following criteria in their evaluations:
 - New – Are the findings novel?
 - Important – Are the findings of significance to the advancement of patient care or research in this area?
 - Evidence-based – Are the conclusions supported by the data contained in the abstract?
 - Neutral – Does the abstract refrain from making recommendations unsupported by fact?

Awards: At least one author must be a member in good standing of ASRM for abstracts to be considered for any ASRM prize award (see detailed prize descriptions and recipient qualifications for all awards listed at the end of this document).

- 16) Check "**Resident In-Training Award**" if you wish your abstract to be considered for this award. Qualifications: the presenting (first) author must be a resident in a board-approved program.
- 17) Check "**In-Training Awards for Research**" if you wish your abstract to be considered for an In-Training for Research Award. Qualifications: the presenting (first) author must be a medical student, resident, fellow or undergraduate, graduate, or postdoctoral student. Five (5) "In-Training Awards for Research" will be granted.
- 18) Check "**SRS In-Training Award for Research**" if you wish your abstract to be considered for an SRS In-Training Award for Research. Qualifications:
 - Award recipients must be the presenting (first) author.
 - Award recipients must be a medical student, resident, fellow or undergraduate, graduate or postdoctoral student.
 - Award recipients must attend ASRM 2008 in San Francisco and present the abstract.
- 19) "**SMRU Traveling Scholars Awards**": Qualifications: The presenting (first) author must be a resident, fellow or undergraduate, graduate or postdoctoral student. The first author must be willing to present an oral presentation and must attend the SMRU sponsored activities presented during the 2008 Annual Meeting. Abstracts submitted to this category and not chosen for an award may be selected for presentation in other Male Reproduction and Urology sessions. Previous Traveling Scholars may not submit an abstract as the first author. To be considered for one of these awards qualified applicants must:
 1. Submit the abstract to the **Male Reproduction and Urology: Traveling Scholars** category.
 2. Submit the presenting (first) author's CV, a letter of recommendation from their research mentor, and a statement of career goals with the abstract in the online program.

B. IDENTIFICATION

Include all authors': 1) name/degree(s), 2) email address for abstract acceptance notification, 3) mailing address, 4) telephone, and 5) fax number.

C. POSTER OR ORAL PRESENTATION

Abstracts will be considered for oral presentation unless the author designates "Poster Only" in the check box provided. Abstracts not selected for oral presentation will be considered for poster presentation.

Oral presentations will be 10 minutes in length followed by five minutes of discussion. PowerPoint and the use of LCD projection (no 2 X 2 slides) will be supported. Audio-visual instructions will be available on the ASRM Web site, www.asrm.org, prior to the meeting.

Poster board surface areas are 3 feet 8 inches (1.1176 meters) high and 7 feet 7 inches (2.3114 meters) wide. Poster preparation instructions will be available on the ASRM Web site, www.asrm.org, prior to the meeting. Posters must be put up on the appropriate boards on **Sunday afternoon between 2:00 and 5:00 p.m.** or on **Monday morning between 8:00 a.m. and 12:00 noon** and must be left in place for the entire meeting. Posters must be taken down at 2:00 p.m. on Wednesday afternoon.

D. ORAL/POSTER SESSION SELECTION

The online Abstract Submitter will require you to select ONE category from among the categories listed and ONE topic from the topics listed. If selected for oral presentation, the abstract will be presented in a session supported by the group noted beside the categories. Abstracts selected for poster presentation will be grouped by topics.

Abstract committees comprised of individuals from the appropriate affiliated group will review and score all abstracts submitted and recommend abstracts for presentation during the Annual Meeting to the General Program Committee. All decisions by the General Program Committee are final. No changes can be made regarding date/time of presentations. Failure to follow instructions will result in the abstract not being considered for presentation.

ABSTRACT CATEGORIES:

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| 1. Androgen Excess (AESIG) | 17. Other: ART (SART) |
| 2. Clinical Female Infertility and Gynecology (GPC) | 18. Outcome Predictors-Clinical: ART (SART) |
| 3. Contraception (CSIG) | 19. Outcome Predictors-Lab: ART (SART) |
| 4. Cryopreservation and Frozen Embryo Transfer (SART) | 20. Ovarian Stimulation: ART (SART) |
| 5. Endometriosis (ESIG) | 21. Ovarian Stimulation-Poor Responders: ART (SART) |
| 6. Environment and Reproduction (ERSIG) | 22. Pediatric and Adolescent Gynecology (PAGSIG) |
| 7. Fertility Preservation (FPSIG) | 23. Preimplantation Genetic Diagnosis (PGDSIG) |
| 8. Genetic Counseling (GCSIG) | 24. Procedures and Techniques-Clinical: ART (SART) |
| 9. Imaging and ART Imaging (IRMSIG) | 25. Procedures and Techniques-Laboratory: ART (SART) |
| 10. Male Factor: ART (SART) | 26. Reproductive Biology: Human Studies (RBPG) |
| 11. Male Reproduction and Urology: Clinical (SMRU) | 27. Reproductive Biology: Animal and Experimental Models (RBPG) |
| 12. Male Reproduction and Urology: Research (SMRU) | 28. Reproductive Endocrinology: Clinical (SREI) |
| 13. Male Reproduction and Urology: Traveling Scholars (SMRU) | 29. Reproductive Endocrinology: Research (SREI) |
| 14. Menopause (MSIG) | 30. Reproductive Immunology (RISIG) |
| 15. Mental Health (MHPG) | 31. Reproductive Laboratory Technology (RLTPG) |
| 16. Nurses (NPG) | 32. Sexuality (SSIG) |
| | 33. Surgery (SRS) |

LEGEND (PG=Professional Group; SIG=Special Interest Group):

Androgen Excess SIG: AESIG

General Program Committee: GPC

Contraception SIG: CSIG

Endometriosis SIG: ESIG

Environment and Reproduction SIG: ERSIG

Fertility Preservation SIG: FPSIG

Society for Assisted Reproductive

Technology: SART

Genetic Counseling SIG: GCSIG

Imaging in Reproductive Medicine SIG: IRMSIG

Society for Male Reproduction and

Urology: SMRU

Menopause SIG: MSIG

Mental Health PG: MHPG

Nurses PG: NPG

Pediatric and Adolescent

Gynecology SIG: PAGSIG

Preimplantation Genetic

Diagnosis SIG: PGDSIG

Reproductive Biologists PG: RBPG

The Society for Reproductive Endocrinology and Infertility: SREI

Reproductive Immunology SIG: RISIG

Reproductive Laboratory

Technologists PG: RLTPG

Sexuality SIG: SSIG

The Society of Reproductive Surgeons: SRS

ABSTRACT TOPICS:

1. ART- In Vitro Fertilization
2. ART-Other
3. Cancer
4. Contraception/Family Planning
5. Cryopreservation
6. Embryo Biology
7. Embryo Culture
8. Embryo Transfer
9. Endometriosis
10. Endometrium
11. Environment and Toxicology
12. Female Reproductive Endocrinology
13. Female Reproductive Surgery
14. Female Reproductive Tract
15. Fertility Preservation
16. Fertilization
17. Genetic Counseling
18. Imaging
19. Implantation
20. Leiomyoma
21. Luteal Phase Support
22. Male Factor
23. Male Reproductive Endocrinology
24. Male Reproductive Urology
25. Menopause
26. Mental Health
27. Nursing
28. Obesity and Metabolism
29. Oocyte Biology
30. Oocyte Maturation
31. Ovarian Function
32. Ovarian Reserve
33. Ovarian Stimulation
34. Oxidative Stress
35. Polycystic Ovary Syndrome
36. Practice Management
37. Pregnancy Loss and Termination
38. Preimplantation Genetic Diagnosis
39. Reproductive Hormones
40. Reproductive Immunology
41. Sexuality
42. Sperm Biology
43. Sperm Preparation
44. Stem Cells
45. Testis

F. AWARDS:

Note: For an abstract to be considered for any award, one author must be a member in good standing of the ASRM. An abstract may receive more than one award. ASRM prize awards will be announced and the recipients will be recognized during the Awards Session, Wednesday, at 8:45 a.m. following the Plenary Session.

Oral presentations:

Candidates for two General Program Prizes will be selected by the General Program Committee from all abstracts submitted to the meeting regardless of designation of group for initial review. These oral presentations will be judged at the meeting and selection will be determined by the General Program Prize Paper Committee. The presenters of the two General Program Prize papers will be awarded:

- \$1,000.00
- One-year free ASRM membership
- Free registration for ASRM 2009 in Atlanta, GA.

Poster presentations:

Posters must be put up on the appropriate boards on Sunday, November 9, between 2:00 p.m. and 5:00 p.m. or between 8:00 a.m. and 12:00 noon on Monday, November 10, and must remain in place for the entire meeting. Posters must be removed by but not before 2:00 p.m. on Wednesday, November 12th.

The ASRM cannot be responsible for removing or returning posters. Posters will be judged by the General Program Committee beginning at 12:00 noon Monday. The awards are:

- First Prize: \$500.00
- Second Prize: \$300.00
- Third Prize: \$200.00

Resident In-Training Award:

This award will recognize the presenter of an exceptional abstract who is currently a resident in training in the field of obstetrics and gynecology or urology. Candidates who wish their abstract to be considered for this award must check the "Resident In-Training Award" check box in the online Abstract Submitter. The awardee will receive:

- \$500.00
- One-year free ASRM membership
- Free registration to ASRM 2008 in San Francisco, CA.

In-Training Awards for Research:

Five In-Training Awards for Research will be granted in recognition of outstanding research conducted by individuals who are in-training. Candidates who wish their abstract to be considered for one of these awards must check the "In-Training Award for Research" check box in the online Abstract Submitter. He/she must be the presenting author (first) and must be a medical student, resident, fellow or undergraduate, graduate or postdoctoral student. Each awardee will receive:

- \$250.00
- One-year free ASRM membership
- Free registration to ASRM 2009 in Atlanta, GA.

SRS In-Training Awards for Research:

Three (3) SRS In-Training Awards for research will be granted. The purpose of these awards is to recognize outstanding research conducted by individuals in-training. Candidates who wish their abstract to be considered for one of these awards must check the "SRS In-Training Award for Research" check box in the online Abstract Submitter. He/she must be the presenting author (first), must be a medical student, resident, fellow or undergraduate, graduate or postdoctoral student, and must attend ASRM 2008 in San Francisco and present the abstract. Each awardee will receive:

- \$250.00
- One-year free ASRM and SRS membership
- Free registration to the 2008 ASRM Annual Meeting in San Francisco, CA.

SMRU Traveling Scholars Award Program:

The objective of these awards is to expose residents/fellows, graduate students and postdoctoral fellows to new scientific information pertinent to the study of reproductive medicine. Candidates who wish their abstract to be considered for one of these awards must submit the abstract to the Male Reproduction and Urology: Traveling Scholars category. He/she must also submit a copy of their CV, a letter of recommendation from their research mentor, and a statement of career goals with the abstract through the online program. The presenting (first) author must be a resident, fellow or undergraduate, graduate or postdoctoral student. The first author must be willing to present an oral presentation and must attend the SMRU sponsored activities presented during the 2008 Annual Meeting. Previous Traveling Scholars may not submit an abstract as the first author. Each awardee will receive reimbursement of some expenses for attendance to ASRM 2008:

- Meeting registration fee
- Registration fee to the SMRU Postgraduate Course and one Roundtable
- Limited financial support for travel, lodging and incidentals

Affiliated Societies:

The Society for Assisted Reproductive Technology, The Society for Reproductive Endocrinology and Infertility, The Society of Reproductive Surgeons, and the Society for Male Reproduction and Urology will select prize papers for an award of \$500.00 each.

Professional and Special Interest Groups:

Several of these groups select prize papers for cash awards.

March 24, 2008