

## Abstract FAQ:

### How do I submit an Abstract?

All ASRM 2020 abstract submission has ended. 2021 abstract submission will be February through April.

### When will I receive notice of my abstract being accepted or declined by ASRM?

All abstract acceptance (as video, oral, or poster) or rejection letters have been sent to the presenting authors. If the presenting author has not received a letter, please email [asrm@confex.com](mailto:asrm@confex.com) for assistance.

### I submitted a Late-breaking abstract, when will I be notified about the status of this abstract?

Late-breaking notifications will be emailed out beginning September 1<sup>st</sup>. If you are the presenting author and have not received an email by September 11, 2020, please contact [asrm@confex.com](mailto:asrm@confex.com) for assistance.

### What is the abstract embargo?

ASRM asks that authors maintain an embargo on information in the abstracts, along with any additional information that will be presented at the Congress, until the day and time scheduled for presentation at the Congress, with the exception of certain abstracts that are included in ASRM's press releases for the Scientific Congress- these will usually have an embargo set a few hours earlier than the scheduled presentation time. For more information regarding what may be released publicly before the Congress, or how to comply with the embargo, please contact [publicaffairs@asrm.org](mailto:publicaffairs@asrm.org).

### I've been selected to present an **Oral Abstract** presentation. What do I do now?

Congratulations! Once Registration opens, you should register yourself for the ASRM 2020 Virtual Scientific Congress & Expo! You are expected to prepare a **10-minute talk** using a PowerPoint presentation followed by five minutes of LIVE Q&A/discussion during your assigned Oral Abstract Session. This 10-minute presentation will be pre-recorded with a professional recording team provided by ASRM. You will be expected to log into the virtual platform for the entire Oral Abstract Session on the date/time of your assigned session. The Presenting Authors will receive an email with instructions on how to sign up for the recording time and upload their presentation **before** the meeting.

### Do Oral Abstract Presenters use the ASRM PowerPoint template for their presentations?

**No!** The ASRM PowerPoint template is for CME activities to have a more cohesive look. Oral Abstract Presenters should use their own PowerPoint design.

### How do I make my pre-recording of my Oral Abstract Presentation?

An email will be sent to the presenting author's email regarding scheduling their pre-recording and uploading their slides for presentation as soon as ASRM has this information.

### Will there be a moderator for my ORAL abstract session?

Yes! All oral abstract sessions are assigned at least two moderators, who are given instructions on keeping the presenters to their assigned times and moderate the questions/discussion during the LIVE Q&A portion.

### Are there any guidelines or suggestions for virtual speakers?

Yes! You can find it online [here](#).

### I've been selected to present a **Poster Abstract** presentation. What do I do now?

Congratulations! Once Registration opens, you should register yourself for the ASRM 2020 Virtual Scientific Congress & Expo. Poster presenters are asked to attend their assigned Poster Session to discuss their work with their colleagues and answer LIVE Q&A in the chat box for their poster. Registration will open soon, keep an eye out for it here: <https://asrmcongress.org/register/>. **Instructions will be emailed to the primary author** on how to upload the PDF of the poster, make an audio recording of your up to 2 minute "elevator speech" for the poster, and how to access the LIVE chat on the day of your poster session.

### How does this virtual Poster Session work?

ASRM wants to ensure everyone is aware of two things in relation to poster presentations:

- **Each poster is assigned a date and time for poster presentation.** Poster Sessions run for 1 hour, 30 minutes, each day of the Virtual Congress. During that assigned time, the presenting author (or their designee) will be available to LIVE chat (via a chat box) and answer questions with attendees as they browse the posters.
- **Posters and any uploaded audio recordings are available all day, every day of the Virtual Congress** for attendees to browse, read, and listen to, but the time for the LIVE chat is scheduled, so you know when and where you need to be and so attendees will know when authors are available.

### What are the Poster Presentation specifications for the virtual posters?

1. Minimum font size should not be smaller than 6pt
2. Fonts should be sans-serif (e.g., Arial, Calibri, etc.)
3. The complete poster is limited to one slide/page only. That means one single page for your PDF file.
4. The aspect ratio (ratio of width to height) should ideally be set to '16:9'
5. For publishing purposes, the poster upload must be a PDF file at highest resolution possible.

All poster PDF files are required to be uploaded by October 5, 2020.

### If the presenting author cannot make the meeting or designated presentation time, who do we notify to change the presenting author?

Please have the current presenting author email ASRM directly with this request at [research@asrm.org](mailto:research@asrm.org). Please include your abstract number, title, and the name of the co-author that needs to be listed as the presenting author. No other changes can be made to the title, authors, or body of the abstracts after submission. Dates and times of presentations cannot be changed. **Withdrawal deadline to withdraw without incurring a penalty is August 10, 2020.**

**What is the penalty for withdrawing after August 10, 2020 or failure to present?**

Per the [ASRM 2020 Call for Abstracts](#): Any presenting author who fails to present an accepted oral or poster abstract or have it presented by a coauthor, or who withdraws an abstract after August 10, 2020, will not be allowed to serve as an author on an abstract considered for presentation at the ASRM Scientific Congress for the following two years. ASRM reserves the right to impose additional penalties on other parties (including corporate and other sponsors of research projects) for improper withdrawal of abstracts. Exceptions will be considered if the ASRM is given prompt notification for extreme, unforeseen circumstances. To withdraw an abstract or notify ASRM of non-presentation, the primary author should email [research@asrm.org](mailto:research@asrm.org) with the abstract title and number and information about the withdrawal.

**Should I register myself for the ASRM Scientific Congress?**

**Yes!** As the presenting author of an accepted abstract for oral presentation, you are expected to attend the ASRM 2020 Virtual Scientific Congress and Expo. **You must register yourself for the meeting even though you are a program participant.** No discounts are offered to abstract presenters. **Registration rates and Program information will be available here:** <https://asrmcongress.org/register/>

**Where is the abstract supplement so I can see my published abstract?**

All accepted abstracts are published in the Fertility & Sterility Abstract Supplement online at <https://www.fertstert.org/> as a supplemental issue. This year, due to COVID-19 related issues, and moving back the due dates for abstracts, this abstract supplement will be published online in October.

**Where can I view the Virtual Congress schedule?**

You can view the online schedule here: <https://asrm.confex.com/asrm/2020/meetingapp.cgi/Day/2020-10-17>. This schedule can be sorted by day, session type (Program), and track. Additional Virtual Congress FAQ can be found [here](#).