

ASRM 2021 Poster Abstracts Frequently Asked Questions (FAQ)

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

Congratulations! **You should register yourself for the ASRM Scientific Congress & Expo!** Poster presenters are expected to attend their assigned Presentation Session to discuss their work with their colleagues. Free continental breakfast will be available at the poster sessions each morning. No reservation is required. A Scientific Congress badge is required for entry to all sessions. Register here: <https://asrmcongress.org/register/>.

I clicked the link in my acceptance email and requested *In-person and Virtual poster presentation*. What now?

1. **You should register yourself for the on-site ASRM Scientific Congress & Expo.** You will need your registration badge to enter the poster area to mount your poster and attend the poster session.
2. You will need to order your printed poster and follow the instructions regarding size and content found in our Poster Instructions on [this page](#). Your acceptance notification provided your poster number and session information.
3. You are also **required** to upload a copy of your poster **and** record a short audio recording about your poster. **You will receive an additional email** directly from the Cadmium Poster Harvester with further instructions on uploading the copy of your poster and how to make your recording. These emails have already been sent out. If you have not yet received yours, please contact abstracts@asrm.org. **Failure to complete your required poster presentation tasks is considered failure to present by ASRM.**
4. Additionally, you should log into the Poster Harvester and check for any questions asked by on-demand attendees from October 18th to December 31st. This is the second part to your virtual presentation. A screenshot and instructions for doing this are below.

I clicked the link in my acceptance email and requested *Virtual-only poster presentation* because I cannot attend the in-person meeting this year. What now?

1. **You should register yourself for the On-Demand ASRM Scientific Congress.**
2. Complete your poster harvester tasks by the **October 11th due date**. You are **required** to upload a copy of your poster **and** record a short audio recording about your poster. **Presenting authors were sent an additional email** directly from the Cadmium Poster Harvester with further instructions poster tasks. If you have not yet received yours, please contact abstracts@asrm.org. **Failure to complete your required poster presentation tasks is considered failure to present by ASRM.** Poster presenters have until October 18th to complete tasks/make edits.
3. You do **NOT** need to print or hang a physical poster to complete virtual-only presentation.
4. Additionally, you should log into the Poster Harvester and check for any questions asked by on-demand attendees from October 18th to December 31st. This is the second part to your virtual presentation. A screenshot and instructions for doing this are below.

How do I change my poster presentation type (In-person and Virtual OR Virtual-only)?

Please locate your original abstract acceptance notification for the poster you would like to change presentation types for and click on the link provided in that email to update your presentation choice.

What are the virtual poster presentation deadlines and instructions?

Presenting Authors have been emailed the full instructions, login information, and task list in our Poster Conference Harvester. This email came from abstracts@asrm.org. If you have not yet received this email, please let us know at abstracts@asrm.org.

- **The deadline to have poster presentation tasks complete is October 11, 2021.** This includes upload of poster PDF and recording of up to 2-minute audio for each poster.
- Logins to complete poster presentation are specific to the presenting author. If co-authors or a sponsoring company wants access or further details, they must request information through the presenting author. ASRM does not forward or share this information outside of what is communicated to the presenting author.
- **Failure to complete your required poster presentation tasks is considered failure to present by ASRM.** See below for more information on failure to present.

I uploaded an incorrect version of my poster – how do I change it?

To replace your poster, do the following:

1. In the Task List, click on the text of "Upload Your Poster" to return to that Task.
2. Click the red "Delete This File" link under the currently-uploaded file's description (as shown below).
3. Upload the new poster exactly as you uploaded the first.

The screenshot displays the ASRM 2021 poster upload interface. At the top, there is a banner for 'ASRM 2021 BALTIMORE ON-DEMAND' and 'REPRODUCTION REIMAGINED'. Below the banner, the task title is 'FROM OOCYTE DENUDATION TO ICSI: HOW LONG CAN WE WAIT?' by Julia Jaldo-García, MSc. The file 'FROM OOCYTE DENUDATION TO ICSI HOW LONG CAN WE WAIT.pdf' (354.8 Kb) is shown as uploaded. A section titled 'Poster Presentation Requirements' lists guidelines for PDF uploads. A 'PLEASE NOTE' section explains that the poster will be sent to a publishing queue and can be retracted. At the bottom, there is a 'Submit File(s)' button and a file upload area. A red box highlights the 'delete this file' link under the file description, and a red arrow points from the 'PLEASE NOTE' section to this link.

If you continue to have technical issues with the system and cannot get this tool to work, please click on "Technical Support" at the top right of the website. This will display Tech Support contact phone numbers, email, and a way to submit a help request. You can also email support@cadmiumcd.com with questions or issues.

Will I be responsible for answering questions through the online Virtual Poster Wall/Poster Harvester site?

Yes! You will see "POSTER Q&A" above your TASKS list in the Poster Harvester. You should periodically check this site for questions that may have been answered from October 18th through December 31, 2021. To answer questions (once they have been asked), you will click on the green "Respond to Questions" button under the POSTER Q&A header:

The screenshot shows the ASRM 2021 Poster Harvester interface. At the top, there's a banner for 'ASRM 2021 BALTIMORE ON-DEMAND' and 'REPRODUCTION REIMAGINED'. Below the banner are navigation tabs: 'EVENT INFORMATION', 'YOUR INFORMATION', and 'FEEDBACK'. The 'POSTER Q&A' section is highlighted with a red circle. It contains a question from Wednesday, October 20, 2021, at 6:30 AM. The question text is '(P-710) GENETIC REFERRALS FOR PRE-PGT-M NEEDS; OPPORTUNITIES FOR COLLABORATION ON SETTING PATIENT EXPECTATIONS'. A green 'Respond to Questions' button is visible next to the question. Below the question, it states 'No questions have been received yet.' The 'TASKS' section at the bottom shows '0 left to complete out of a total 5 assigned tasks' and a 'Tasks completed' indicator.

Which in-person Poster Session am I assigned?

- Poster numbers **P-1 through P-402**: You are scheduled to attend the Poster Presentations Session on **Tuesday, October 19, 2021**, from 6:30 a.m. to 7:45 a.m. to stand by your poster and discuss your project.
- Poster numbers **P-403 through P-803**: You are scheduled to attend the Poster Presentations Session on **Wednesday, October 20, 2021**, from 6:30 a.m. to 7:45 a.m. to stand beside your poster and discuss your project.

Do you have Poster Instructions?

Yes! Please find our detailed poster instructions [here](#). All of our poster boards are horizontal, so the measurements provided in the instructions are height x length.

How do I make edits to my existing abstract?

Edits to abstracts can no longer be made as abstract submission ended on Wednesday, April 28, 2021.

Can I change the date/time of my poster presentation?

Dates and times of presentations cannot be changed for any reason.

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

Notifications regarding acceptance/rejection will be emailed to the **presenting author** (only) beginning no later than June 28, 2021, to the presenting author's email address (only) listed in the Online Abstract Submitter. If you do not receive notification of the status of your abstract by July 12, 2021, call Technical Support at +1(401) 334-0220 or email technical support at asrm@confex.com.

Does ASRM have a Late-breaking abstract submission period?

Yes! ASRM accepted late-breaking abstracts June 16, 2021, to July 14, 2021, at 5:00 pm (Eastern). **Late-breaking abstract submission is now closed.**

Does ASRM have a poster printing/delivery service for the in-person 2021 poster sessions? What about poster hanging services?

Unfortunately, the provider we used for printing and delivery to the in-person meeting did not continue their services for 2021. Therefore, ASRM is not providing this service. You can find an independent service of your choice, but you cannot delivery any packages directly to the Convention Center. Check with your specific hotel for their policy on shipping items to them before you do so. ASRM does not offer poster hanging services at our meetings. Each poster presenter is responsible for hanging their own poster.

Does ASRM recommend a specific Poster Creation Service?

ASRM does not endorse any poster service over another, but we have compiled this short list of sites and resources for you:

- MakeSigns.com is a poster printing service with tutorials, poster templates, and other helpful information.
- PosterPresentations.com is also a poster printing service with poster templates, tutorials, and other resources.

When can I hang my poster?

Your poster should be mounted on the board marked with your corresponding **Poster Number**. Put your poster up on Sunday afternoon, October 17th between 1:00 p.m. and 5:00 p.m. or on Monday morning, October 18th, between 9:00 a.m. and 12:00 p.m. An ASRM staff member is available during these times, as well as during the Poster Sessions, should you have questions or need assistance. **Your poster should be hung no later than Monday, October 18th at 12:00 p.m.** A Scientific Congress badge will be required for entry, both for setup and for the Poster Session, so stop by Registration on your way in! Follow the directional signs to the entry for poster setup on Sunday & Monday.

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.

What are the dates of the ASRM 2021 meeting? What are the differences in the meeting this year from last year?

- ASRM 2021 will be an *in-person meeting* in Baltimore, Maryland this October 17 – 20, 2021.
- ASRM 2021 will also have virtual enhancements that include pre-recorded sessions (so access to all recorded content is available online for on-demand viewing from October 18, 2021, to December 31, 2021), a virtual poster wall, and the Postgraduate Program will be fully on-demand this year as well.
- ASRM 2020 was a fully virtual meeting, but ASRM 2021 will only have virtual elements – so you get the best of both worlds!

Will posters be virtual or in-person for ASRM 2021?

ASRM 2021 will be an *in-person meeting* in Baltimore, Maryland this October 17 – 20, 2021. All ASRM 2021 accepted posters will be given the opportunity to present in-person at the Baltimore meeting. **All posters** are also presented virtually on our Poster Wall. Presenting authors will receive an email directly from the Cadmium Poster Harvester with instructions on uploading their poster and a (required) short audio recording about their poster.

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 abstracts@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 the submission period ends (April 28, 2021). Dates and times of presentations cannot be changed. **Withdrawal deadline to withdraw without incurring a penalty is July 16, 2021.**

What is the penalty for withdrawing after July 16, 2021 or failure to present?

Per the [ASRM 2021 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 July 16, 2021, 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, update the presenting author, or notify ASRM of non-presentation, the primary author should email abstracts@asrm.org with the abstract title and number and information about the withdrawal.

What does ASRM consider “failure to present” for poster abstracts?

Failure to present means the presenting author failed to follow the instructions provided. Abstract authors are responsible for checking their emails regarding acceptance/rejection and instructions regarding presentation. The examples provided below are not an exhaustive list but only an illustration of what this phrase could mean.

- **For an abstract accepted for poster presentation**, failure to present would include not showing up to the in-person meeting and failing to hang your poster on the assigned posterboard (if the presenting author has indicated virtual-only presentation, then the in-person poster presentation is not required – but ASRM must be notified of this via the link provided in the notification emails). Failure to present could also mean not logging into the poster harvester and completing the **mandatory** tasks by the deadline (mandatory tasks include uploading of the poster PDF & recording of 2-minute audio). If an author uploads a word-only copy of the body of the abstract instead of an actual poster, this is also considered failure to present.

I have multiple posters accepted – will I be penalized if I can't stand at all of them at the same time? What if I walk away from my poster during my poster session – will I get in trouble?

ASRM understands juggling multiple responsibilities. And the Poster Sessions are a great time to network. As long as all of your posters are hung on your correct boards before your poster session begins, we will assume you are in attendance, and you will face no penalties.

Where do I get my “Presenter” ribbon?

On-site Poster Abstract Presenters who desire a ribbon to attach to their registration badge can pick up a **RED “PRESENTER” ribbon** in the **Speaker Ready Room**. Blue “Speaker” ribbons are reserved for those speaking in interactive sessions or symposia sessions.

Are prizes awarded to Posters?

Prizes of \$500.00, \$300.00 and \$200.00 will be awarded in the poster competition to the First, Second, and Third place winners, respectively. Formal recognition of these awards will take place during the Awards ceremony on Wednesday, October 20, 2021 at 8:45 am. Please keep this prize session in mind when making travel arrangements.

Where do I find the room number for my presentation?

Poster Presentations will be in the Expo Hall.

Who do I contact if I have read the [Call for Abstracts](#) and still have questions?

- For non-technical support, please email abstracts@asrm.org.
- For technical assistance, please email asrm@confex.com or call Technical Support at +1(401) 334-0220 between the hours of 8:30 AM and 6:00 PM Monday through Friday, US Eastern Standard Time (GMT -05:00).

Should I register myself for the ASRM 2021 Scientific Congress?

Yes! As the presenting author of an accepted abstract for poster presentation, you will be required to attend the ASRM 2021 Scientific Congress and Expo, either in-person, or virtually (for poster presenters who cannot attend the in-person meeting). Poster authors only participating in the virtual poster wall are required to register for the On-Demand Congress. **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 are available here:** <https://asrmcongress.org/register/>

I need a Letter of Invitation to apply for my travel. Where do I get this?

If you need to apply for a VISA to attend the ASRM Scientific Congress, a letter of invitation is available [here](#) or is available as a document to download when you register for the meeting.

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 www.fertstert.org as a supplemental issue, typically in September each year.