

American Society for Reproductive Medicine 2021 Scientific Congress  
The Baltimore Convention Center  
Baltimore, MD  
October 16-20, 2021

## CALL FOR VIDEOS



## Preparation Guidelines and Instructions



The American Society for Reproductive Medicine Scientific Congress Committee invites you to participate in the ASRM 2021 Scientific Congress Video Program, October 16-20, 2021 in Baltimore, MD. Videos should illustrate procedures or scientific/educational concepts and are not to be presentations of scientific data or be commercial or promotional in nature. Video authors are encouraged to be in attendance during the screening of their accepted video to answer any audience questions but will not make a formal presentation. **Due to current travel restrictions, all individuals who require a visa to enter the United States are urged to immediately obtain necessary papers to attend the meeting upon submission of the video abstract.** A letter inviting any individual who wishes to attend may be obtained after registering for the Congress or via the Congress website on the Attendees page (<https://asrmcongress.org/attendees/>). This letter does not imply any financial support by ASRM.

Video abstracts must be submitted electronically through the Online Abstract Submitter program, which will be available Wednesday, February 24, 2021, at the following Web address:

<https://asrm.confex.com/asrm/2021/cfp.cgi>

**Final Date for Submission of Video Abstracts: **Wednesday, April 28, 2021**, 5:00 p.m. Eastern Time for domestic US submitters (GMT -05:00).**

**Please note: Both the video descriptive summary and the video presentation itself are to be submitted through this site by April 28, 2021, 5:00 pm Eastern Daylight Time.**

### **VIDEO ABSTRACT FORMATTING AND CONTENT**

- Videos may be submitted to any of the following categories:
  - **Advanced Reproductive Technology,**
  - **Patient Education,**
  - **Reproductive Surgery (Gyn), and**
  - **Urology.**

The “Patient Education” category is intended for educational or demonstration videos directed to an audience of patients in an aspect of reproductive medicine.

- All abstracts and video summaries must be submitted electronically via the abstract/video submission site. Fax, email, and postal submissions will not be accepted.
- All videos are to be in English.
- Authors assume complete responsibility for the data at the time of submission. Submission of an abstract for consideration for presentation implies that the presenting author & associated co-authors have legal and ethical

rights to submit and present this work. Plagiarism and submitting work that an author has no rights to, will result in an investigation and penalty.

- **Abstracts submitted to ASRM (text and video) must contain original work**, not published, submitted for presentation at a meeting of another national or international scientific organization, or submitted for publication at the time of this submission.
- Videos regarding human reproductive cloning will not be considered or accepted.
- Videos may not be commercial or promotional in nature.
- **Videos previously submitted in the past to ASRM, whether accepted or rejected, cannot be submitted again.**
- Videos must not exceed a total of **8 minutes** in length. Videos over 8 minutes in length will not be considered for presentation nor awards.
- **Acceptable video formats:** Videos submitted must be either Windows Media Player (.wmv files, version 7 through 9), QuickTime (.mov files, QT version 6 or 7), or MPEG-4 (.mpg4 files). Videotapes will not be accepted.
- **Recommended settings for video production:** Resolution 640x480 or 800x600. Recommended bit rate is 500k to 1000k (1 Mbps). This is the DVD quality on most programs. Do not use high definition (HD) settings for creation. Maximum file size for upload is 1GB.

## **DESCRIPTIVE SUMMARY**

- **Submit a brief descriptive summary** electronically at <https://asrm.confex.com/asrm/2021/cfp.cgi> by Tuesday, April 28, 2021, 5:00 pm Eastern Daylight Time. (No technical support will be provided after 6:00 pm EDT.)
- Your abstract may have a maximum of 2,700 characters (NOT including spaces). Do not include title or authors within the abstract text. Do not include pictures or image files in your abstract text. Special and scientific characters may be included. Format the abstract into three (3) sections. Each section must be preceded by a section heading. Figures, tables and/or graphics are not permitted and will be deleted. Titles are limited to 200 characters and are included in the overall submission character count.
- Section headings must be in upper case, followed by a colon, as shown below.
  - **OBJECTIVE:** An introductory sentence indicating the objective and purpose of the study.
  - **METHODOLOGY:** A description of the experimental procedures including applicable statistical evaluation.
  - **CONCLUSIONS:** A statement of the study's conclusions.
  - **IMPACT STATEMENT:** A statement defining the study's impact, significance, or relevance to the field.

## **AUTHORS**

- When creating an abstract, **list the presenting author first**. Search and add each author using their first name, last name, or email address. If you are not able to find an author using the search feature, please click the provided link to enter a new author. New authors' first name, last name, degree, and email should be entered. The authors' names will be printed in the program exactly as submitted (so take care to capitalize correctly). The co-authors are responsible for inputting their affiliation information and correcting any issues with their name or degree(s). Please use the same author information for every abstract on which an author appears. Your abstract will not be submitted nor be reviewed if all co-authors fail to complete their disclosure. All author names should be included at the time of submission. ASRM is not responsible for missing or excluded names that the submitting author leaves off during the submission process. All author names will be printed in the Abstract Supplement exactly how they are input into the system by the submitting author.
- A separate disclosure of commercial and financial relationships must be completed for each individual author through the Online Abstract Submitter program. Include each authors' first name, initial, last name, degree(s),

and email address on their disclosure page. An author on multiple abstracts (including oral and poster) need only complete one disclosure.

- If any of the authors of a video fails to provide complete disclosure information, the video will be withdrawn from the program.
- Author names cannot be added after the submission period is over (April 28, 2021).

## **SUBMISSION REQUIREMENTS**

- Scientific data may be presented as a scientific abstract (oral or poster) and the corresponding methodology as a video; however, the two presentations cannot be identical and will be reviewed for duplication. If you wish to submit the data in both formats, in the online application check “A scientific abstract was also submitted for consideration as a separate oral or poster presentation. If accepted, the two presentations will not be identical.”
- Acceptance for presentation of a video automatically conveys permission to ASRM for inclusion of the video in the Society’s online library and a copy to be stored in the Society’s in-house library in the Administrative Office.
- Selection decisions by the Committee are final. No changes can be made to the title, authors, or body of the video after submission. No changes can be made as to the date and time of scheduled presentation. Selected videos will be shown at the meeting in their original format as submitted for review.

## **AWARDS**

- The Committee will select an overall first prize award video (\$1,000.00), a second-place video (\$500.00), and a third-place video (\$500.00). Individual category recognition may be identified by a certificate. To be considered for an award, one author must be a member in good standing of the ASRM at the time of submission.

## **ABSTRACT EMBARGO AND PUBLICATION**

- **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).
- All accepted abstracts are published in the *Fertility & Sterility* Abstract Supplement online at [www.fertstert.org](http://www.fertstert.org) as a supplemental issue, in September each year.

## **NOTIFICATIONS**

- Notifications regarding acceptance/rejection will be emailed to the **presenting author** beginning no later than July 20, 2021 to the email address listed in the Online Abstract Submitter.
- If you do not receive notification of the status of your video abstract by July 12, 2021, call Technical Support: USA: +1 (401) 334-0220 or email technical support at [asrm@confex.com](mailto:asrm@confex.com).
- All decisions by the Scientific Congress Committee are final. **Dates and times of presentations cannot be changed.**

## **WITHDRAWAL DEADLINE AND PENALTY**

- Last date to withdraw abstracts accepted for presentation without incurring a penalty: **July 16, 2021 Penalty: Authors who withdraw their video abstracts after July 16, 2021, will not have abstracts 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 [abstracts@asrm.org](mailto:abstracts@asrm.org) with the abstract title and number and information about the withdrawal.
- All authors agree to abide by ASRM policies pertaining to submission, publication, and presentation of abstracts.

Electronic Submission Web Address: <https://asrm.confex.com/asrm/2021/cfp.cgi>

Available online February 24, 2021 – April 28, 2021.

Technical assistance available Monday – Friday 8:30AM – 6:00 PM Eastern Standard Time USA (GMT -05:00) at:

**Phone:** +1 (401) 334-0220

**Email:** [asrm@confex.com](mailto:asrm@confex.com)

For all non-technical questions, please view the FAQs on the [Presenter Resources](#) page on the ASRM Congress site. All further non-technical inquiries can be sent to [abstracts@asrm.org](mailto:abstracts@asrm.org).