

Instructions

Welcome to the Online Submission Program for The 62nd Annual Meeting of the American Academy of Neurology April 10 - April 17, 2010 Toronto, ON, Canada

Abstract Submission Deadline: November 2, 2009, 11:59 PM Central Standard Time

THERE ARE NO EXCEPTIONS TO THE SUBMISSION DEADLINE

Rules for Abstract Submission:

- For technical support, please contact Marathon Multimedia at 507.333.1000 between the hours of 8:00 AM - 5:00 PM, CST, Monday - Friday or via e-mail to [Technical Support](#)
- Please direct all questions regarding member/nonmember information, disclosure, submission policy, rules and guidelines to Kyle Krause at 651-695-2733 or via e-mail to science@aan.com

Please note: As you navigate through the site, you will see Green Check Marks or Red Exclamation Points. The Green Check Marks indicate you have successfully completed a section. The Red Exclamation Points indicate you still need to provide some information on that page. However, if you do not save the page and click next, you might continue to see a Red Exclamation Point. If this is the case and you want to make sure that you have successfully completed all requirements on a page, please go back into the page and click on save.

CRITERIA

Experts rate the abstracts on scientific merit, breadth of audience interest, and quality of presentation, including compliance with the guidelines and instruction. The AAN encourages international submissions. Please review for proper English usage. If an abstract contains material that has been previously published or presented, that information **must be disclosed**.

CONTENT

The AAN REQUIRES that all authors organize their abstracts under the following headings: OBJECTIVE, BACKGROUND, DESIGN/METHODS, RESULTS and CONCLUSIONS/RELEVANCE. Exceptions must be requested in writing.

TECHNICAL REQUIREMENTS

Abstracts must be submitted on-line from the Official AAN Website. **New this year: Abstracts can be changed by the author after they have been submitted but prior to the submission deadline. Minimal changes may be able to be accommodated after the submission deadline. Changes should be submitted to Kyle Krause at science@aan.com. Significant changes should be made at the time of presentation.**

LETTER OF AGREEMENT

The AAN is concerned about the perception of industry influence and the science presented at its Annual Meeting. All accepted abstract presenters must complete a Letter of Agreement to present at the AAN meeting. Information about

this will be sent with letters of acceptance.

PREFERENCES

Using the drop-down menus under Topic Choice (Question 1), indicate the topic under which you want your abstract reviewed. Please select the topic and subtopic which most accurately reflects your abstract topic. Indicate your presentation preference (Question 2), by clicking one of the three choices. **Note: Final decision on presentation type (poster or platform) is determined by the Science Committee and Scientific Program Subcommittee. Please do not submit your abstract if you are not willing to present in a particular format.**

FIRST AUTHOR

To encourage abstracts from prominent research laboratories and clinical investigative groups, we have removed the one abstract per author rule. **First authors may submit a maximum of two abstracts (excluding abstracts submitted to History of Neurology or Neurologic Education topics).** For groups submitting multiple abstracts, we ask that no single individual present more than two abstracts in platform sessions. We encourage younger members of the Academy to present work in which they are involved. First Authors are also the contact author for the abstract.

PRESENTATION

Accepted abstracts are presented in either platform or poster sessions. You should state your preference in the submission program, though the AAN's Science Committee makes the final decision of abstract assignment and approval to either poster or platform session based on scientific merit and program considerations. **Authors later withdrawing their abstracts based upon the presentation type that has been selected for their abstract may be subject to AAN sanctions.** Platform presentations are allotted ten minutes for presentation and five minutes for discussion. All platform presentations must be delivered using PowerPoint. Slides are not permitted. Posters are on display from 7:30 AM - 12:00 PM (for morning sessions), and 3:00 - 7:30 PM (for afternoon sessions). Authors in morning sessions must stand next to their poster from 7:30 - 9:00 AM. Authors in afternoon sessions must stand next to their poster from 6:00 - 7:30 PM. All platform and poster presenters must register for the Annual Meeting and will be **REQUIRED** to pay the Annual Meeting registration fee.

PAYMENT

NEW THIS YEAR - a \$50 non-refundable fee will be charged to all abstracts submitted by non-members. This fee will be based on the contact/1st author's status. Your abstract will not be considered complete if you are required to submit payment but fail to do so.

PUBLICATION

There are an increasing number of commercial organizations that are offering highlights of annual meetings, including that of the American Academy of Neurology. At times, individuals from these organizations may indicate that they have some relationship with the Academy, and will ask for you to provide illustrations or tables, or major elements of your presentation for inclusion. While it is the goal of the Academy to bring material presented at the Annual Meeting before the public and the profession, we want to let you know that any communication regarding your presentation before or after the AAN Annual Meeting will only be through the Academy Office. Any unauthorized use of Annual Meeting presentation material may result in AAN sanctions. The embargo for abstracts that will be presented at the meeting is in effect until the date and time of the abstracts being released online in early 2010.

HUMAN AND ANIMAL RESEARCH

The submitting author certifies that any work with **human or animal subjects** reported in this abstract complies with the guiding principles for experimental procedures endorsed by the American Academy of Neurology. Abstracts must comply with ethical guidelines for human and animal research, and authors may be asked to supply added documentation.

WITHDRAWALS

Withdrawals are permitted until April 2, 2010. However, not all withdrawals will be reflected in any print or online

publications. Authors should provide AAN with an explanation of the withdrawal at the time of withdrawing. Authors not notifying AAN staff of withdrawal, notifying AAN staff after April 2, 2010, or not providing a reason for withdrawal will be subject to sanctioning. Because of the limited number of abstracts that are able to be accepted, authors are expected to make all efforts to attend the AAN Annual Meeting to present their accepted abstract. Withdrawal requests should be submitted to Kyle Krause at science@aan.com. Your payment will not be refunded if you withdrawal your abstract.

REJECTION

Abstracts will be rejected without review for the following reasons:

- Abstracts received electronically after November 2, 2009, 11:59 PM, Central Standard Time
- Incomplete Acknowledgment, Concurrence and Disclosure statement.
- Abstracts submitted via FAX (unless submitted electronically).
- Abstracts submitted on forms from previous years.
- Abstracts missing an electronic signature

Instructions for submitted abstracts must be followed completely.

Abstracts that do not conform to the prescribed rules will be rejected.