AAGP 2020 Annual Meeting Instructions – Poster Submissions

Welcome to the AAGP submission site! Access the site by using the link below:

https://precis2.preciscentral.com/Link.aspx?ID=177911E8B0FEC449C984BA4768422112

On the main login page below, you will need to create a new account the first time you login.

NOTE: This site is separate than your AAGP membership login, so even if you are a member, you will need to create a new account the first time you login.

After you have created a username and password, you can return to the login page below and enter in your user name and password.
Once logged in, click on **Call for Proposals** to review the instructions and deadlines for the various submission types.

**Poster Submission Instructions**

**Early Investigator Posters/New Research Posters Submissions**

This special section is designed to highlight the research of medical students, residents, research fellows and clinical fellows, as well as junior faculty and K-awardees who are no more than 2 years post fellowship training. If you wish to be considered in this special category, please submit under the Early Investigator submission role when submitting your abstract online. All instructions for posters are the same for both categories.

**Oral Paper Presentations Submissions**

These 15-20 minute oral presentations will be organized into a panel session, including a discussant assigned by the AAGP Research Committee. Authors submitting abstracts should indicate whether they
would like their abstract to be considered for a poster presentation, an oral presentation, or both. The abstract submission requirements for oral paper presentations are the same as those for poster presentations.

To start entering your poster submission, choose this from the dropdown. This will then make all required pieces of information visible on the site.

You will go through and fill out each tab in the site:

**Primary Contact**
Abstract Details tab

Abstract Details

Enter the Abstract Title below.

Title

Character: 9 of 259 (250 remaining), Words: 0

Introduction

Character: 0, Words: 0

Methods

Character: 0, Words: 0

Results

Character: 0, Words: 0

Conclusion

Character: 0, Words: 0
Submission fields:

Character Limit: There is a limit of 5000 characters.

Content: Posters must present data (experimental or observational) related to aging and mental health. Case Reports and N=1 studies are acceptable.

Abstract Structure: Posters must include the following: Title, Introduction, Methods, Results, Conclusion, Funding Source.

Funding: Funding sources must be indicated in both the abstract and the poster itself. Indicate “Not Applicable” if there is no funding source.

Tables and Images: You may add up to 2 tables and 2 images to your submission. Tables and images will appear at the end of your abstract, both on the proof and for publication. Neither tables nor images can

Presentation Type: Indicate whether you wish your poster to be considered for a poster, an oral paper presentation, or both. If you select both, you agree to make your presentation in whatever format is assigned to you. Select the appropriate category for your submission.
Add Additional Authors (if you have any)

Abstract Revisions
Do not submit the same abstract more than once. The abstract submission site allows for revisions. Go to the login page and enter your login name and the password that you provided in your original submission to start the revision process. Click on the “edit” icon to the left of the reference number to make changes to the abstract under “My Submissions”. The deadline for revisions is the same date as the abstract deadline: Tuesday, October 22, 2019, 11:59 PM EST.

Withdrawal of Abstracts
To withdraw your abstract, login and enter in your login name and the password that you provided in your original submission. You will see a screen that shows your existing abstracts. Click on “withdraw” icon to the right of last modified date to withdraw the abstract. Print a copy of this screen for your records. Withdrawals must be completed online by Tuesday, October 22, 2019, 11:59 PM EST.

You can click on the Save button at any point to save your information and come back later to complete it at a later point. Once all required information is completed, then you can click on Finalize to mark your submission complete.

If you have any technical questions about password retrieval or accessing the site, you can contact technical support at support@sierrabay.net.