



ABSTRACT SUBMISSION GUIDE

2024 AMERICAN THYROID
ASSOCIATION
ANNUAL MEETING

OCTOBER 30 - NOVEMBER 3, 2024 CHICAGO, IL



AMERICAN
THYROID
ASSOCIATION

*Optimal Thyroid
Health for All*



**IMPORTANT
ABSTRACT
DATES 2024**

- Regular Call Open – February 1
- Regular Call Deadline – May 12
- Regular Call Notification Date – June 21
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- Late Breaking Abstracts Call Open – June 12
- Late Breaking Abstracts Deadline – July 28
- Late Breaking Notification Date – September 13

ABSTRACT CATEGORIES

Autoimmunity

Disorders of
Thyroid Function

Health
Disparities/Health
Equity

Iodine Uptake and
Metabolism

Pediatrics

Surgery

Pregnancy and
Development

Thyroid Cancer

Thyroid Hormone
Action, Metabolism
and Regulation

Thyroid Imaging

Thyroid Nodules
and Goiter



ABSTRACT SUBMISSION - ELIGIBILITY

- Submission - All abstracts must be submitted electronically.
- Meeting Registration - An author (the presenter) is required to register and participate in the annual meeting.
- Prior Publication and Presentation - The data in the submitted abstract cannot have been published or presented at another national or international annual scientific meeting.
- Number of Abstracts - Authors can submit an unlimited number of abstracts.
- Number of Authors - There is no limit on the number of authors on an abstract.
- Membership - Authors **do not** have to be ATA members or have a member sponsor to submit an abstract. However, ATA members do save on registration rates. Join today – <https://members.thyroid.org/join>

**MEETING
REGISTRATION AND
PRESENTATION
REQUIRED**

An author of the abstract is required to register and present in person at the Annual Meeting. Registration for the 2024 Annual Meeting will open in the Spring.

Please send registration questions to:

meetings@thyroid.org

thyroid@thyroid.org



ABSTRACT SUBMISSION – FORMAT

- All abstracts must be submitted electronically.
- Titles should be brief, describe the content of the abstract, and be in title case (ex. This is an Example of Title Case).
- Titles should not exceed 50 words and should not contain author names or affiliations.
- The abstract body should not exceed 350 words.
- Author(s) are strongly encouraged to save an electronic or printed copy of their abstract for their records before submitting.
- Tables, graphs, and images are not permitted in the abstract submission but are encouraged to be included in the oral or poster presentations.



ABSTRACT SUBMISSION - FORMAT

- Scientific Abstracts should include:
 - ✓ Objective
 - ✓ Methods
 - ✓ Results
 - ✓ Discussion/Conclusion
- Case Studies* should include:
 - ✓ Introduction
 - ✓ Description of the Case
 - ✓ Discussion

** Case Studies will not be accepted for the Late Breaking Submission stage.*



**ABSTRACT
SUBMISSION
- FEE**

The abstract submission fee is required, is a **nonrefundable** processing fee, and not based on approval of your abstract submission.

- Regular Call - \$69.00 USD
- Late Breaking - \$99.00 USD

PRESENTATIONS

The Program Committee will carefully select abstracts to be presented as Posters, Highlighted Posters or Orals. The program committee will invite 40 high scoring abstracts for Oral Presentations. All other abstracts will be considered/accepted for Poster presentation. Requests to change presentation type will not be considered.

All abstracts (oral or poster) are expected to be presented in-person.

PRESENTATIONS

Authors can select the presentation types for which they prefer to be considered. This does not guarantee an invitation to present in those format(s). The presentation types are in person and as follows:

- **Poster** – Traditional in-person poster presentation during Poster Review Session with an optional 90-second video.
- **Oral** – Traditional in-person oral presentation with 8-minute talk and 4-5 minutes for questions and answers during an Oral Abstract Session.

ABSTRACT PUBLICATION

All accepted abstracts will be published electronically as a supplement to the *Thyroid*[®] Journal in October 2024.

POLICY – ABSTRACT SUBMISSION & AUTHOR RESPONSIBILITIES

The American Thyroid Association (ATA) requests submission of abstracts for consideration at ATA scientific meetings to feature new data presented as posters or oral presentations. The ATA goal is to provide the audience and the media with new data that are unpublished (in print or electronic) which are being publicly presented for the first time. Authors are asked to strictly comply with this requirement; data that are to become available to the public in the setting of a national or international meeting before their presentation at the ATA meeting are not eligible for presentation at the ATA meeting. Data may be submitted for publication before or after abstract submission to the ATA. However, data accepted for publication prior to the ATA meeting would REQUIRE the authors to request the publisher to embargo their publication (electronic and print) until 8:00 am local time the first day of the ATA meeting or would REQUIRE the authors to withdraw their abstract from the ATA meeting. Many editors are favorable to embargo requests because of the attention that may be drawn to the publication after original presentation of the data at a major meeting. Further, the authors are welcome to announce the date and place of their anticipated publication if known. Authors that do not comply with this policy may be restricted from future abstract submissions for a term to be determined by the ATA Executive Committee. Arbitration, if needed, will occur via the ATA Board of Directors.

POLICY – MEDIA & PRESS EMBARGO

The media, companies and institutions issuing press releases, and others are required to abide by the embargo policies governing the ATA's annual meeting. The abstracts selected for presentation at the be published in a special online issue of *Thyroid*, by Mary Ann Liebert, Inc., publishers - <https://www.liebertpub.com/loi/thy> in October 2024. The information contained in the abstracts is embargoed until the abstracts are available online. Coverage of information that goes beyond the scope of the abstract (e.g., additional analysis, commentary, or updated information from those individuals and companies involved in the study) is embargoed according to the following criteria:

- **Oral** presentations: the embargo deadline is the start time of the session in which the presentation is being made.
- **Posters** presentations: the embargo lifts when the poster session in which the poster is presented opens for viewing in the morning (i.e., when the poster hall opens that day).

POLICY - PUBLICATION EMBARGO

Data may be submitted for publication before or after abstract submission to the ATA. However, data accepted for publication prior to the ATA meeting would REQUIRE the authors to request the publisher to embargo their publication (electronic and print) until 8:00 am local time the first day of the ATA meeting or would REQUIRE the authors to withdraw their abstract from the ATA meeting. Many editors are favorable to embargo requests because of the attention that may be drawn to the publication after original presentation of the data at a major meeting.

POLICY – REVISIONS AND WITHDRAWALS

Revisions

No edits or additions will be made to the abstract or authors list after July 7, 2024 for Regular Call abstracts. Please send you edits to abstracts@thyroid.org. Edits can not be made to Late Breaking abstracts at any point after submission.

It is extremely important that all of the authors review a copy of the abstract PRIOR to submission and the abstract submission deadline.

Withdrawals

Regular Call abstracts can be withdrawn through **July 7, 2024** and Late Breaking through **September 22, 2024**. Please send a separate email with the abstract ID and title to abstracts@thyroid.org.



WE LOOK FORWARD TO YOUR PARTICIPATION!

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