



CALL FOR ABSTRACTS

Instructions for Abstract Submission

ONLINE ABSTRACT SUBMISSION SYSTEM

All presenting authors are required to submit abstracts via the online submission system called “Abstract ScoreCard” by Cadmium. To submit an abstract, go to <http://31stannual.org/> and follow the directions to [Submit an Abstract](#).

AUDIOVISUAL REQUIREMENTS

All Faculty of General Sessions, Lunch Symposia, Pre-Courses, and other educational sessions happening in Delhi are expected to attend the meeting in-person and deliver their talks live. To provide for an efficient meeting we require all speakers to deliver their presentations in PowerPoint or video format. Speakers will not be allowed to bring their own laptops to the podium, rather presentations will be loaded onto one master computer in the Speaker Ready Room.

Speakers are asked to include subtitles on any video presentation components.

CSI Presenters may attend the meeting live or virtually. CSI Presenters will be required to submit their video and/or poster files several weeks prior to the live meeting dates. CSI presenters will also be required to submit a 1-minute video with subtitles summarizing the CSI at that time. Specific guidelines and instructions will be sent if you are accepted for an oral or CSI presentation.

NON-ENGLISH SPEAKING SUBMITTERS

As an option, non-English speaking submitters may wish to write their abstract in their native language and then have it translated to English. For those who do not speak English well and are accepted for a General Session or Lunch Symposia presentation, it is **highly suggested** that an English translation of the presentation be pre-recorded and played with subtitles on the PowerPoint or video presentation.

New this year - Non-native English speakers who are accepted for an oral presentation may choose to have a colleague sit on the stage with them for the questions and answers portion of the live session.

ONLINE REVISIONS & DEADLINE

Once you create your initial online account, you can return to your abstract as many times as necessary to complete or edit until the cut-off date of **March 6, 2023, at 9:00am (CST – Central Standard Time/Chicago)**. If you need to update your submission at any time before the deadline, you can find completed abstracts on the homepage after you log in. To edit a submission, click the title, then click into the individual tasks to make changes. Be sure to save any changes you make. Incomplete tasks will not have the green checkmark.

REVIEW PROCESS

Abstracts will be rated without the authors’ names being viewable to the reviewers. Do not include identifying information (e.g. your name, name of clinic or city) in the abstract itself. After the deadline, all complete abstracts in the system will be rated by the World Congress Planning Committee. Any abstracts left “incomplete” will not be reviewed. There are no exceptions.

REGISTRATION REQUIREMENTS

Accepted authors are expected to pay their own travel expenses and conference registration fees. All accepted presenters must be registered and paid-in-full for the World Congress by the indicated deadline, for their name to be published in the program. Those accepted for oral presentation must be present in Delhi. CSI presenters may attend the congress virtually or in-person. Conference dates of presentation cannot be guaranteed. Authors should plan to be in attendance for the entire meeting (Thursday-Saturday).

PUBLICATION

Accepted abstracts and PPT slides (converted to 3-6 per page) will be published in: *2023 Abstract Book of the 31st World Congress of the International Society of Hair Restoration Surgery*, which will be made available in electronic PDF format. In addition, sessions will be recorded and will be available on demand for several months after the meeting. Some may be further rebroadcast after the meeting.

Abstract submission deadline: **March 6, 2023, at 9:00am CST (Chicago Time)**

Submit an abstract. Go to: <http://www.31stannual.org>

1. PRESENTATION FORMAT

You will be asked to choose your presentation format preference from the following list:

- Oral Presentation (Live Presentation Only) for General Session or Lunch Symposia
- Cases, Studies, and Innovations (CSI) Presentation
- Patient presentation for the Live Patient Viewing

NOTE ON VIDEOS: If you plan to include a video component in your Oral or CSI Presentation, you are asked to provide a URL via YouTube for the video to be reviewed. The video should be free of any author names or identifying information. If your video is not yet complete, your abstract must describe what will be demonstrated in the video and the relevance.

NOTE ON CSI Presentations: CSI Presentations were a popular component of recent World Congresses of the ISHRS. Those accepted for a CSI Presentation will be invited to prepare a Poster PDF, video presentation, or both. CSI Presenters will be required to submit their files several weeks prior to the live meeting dates. CSI presenters will also be required to submit a 1-minute video with subtitles summarizing the CSI at that time. CSI Presentations will be rated by the Scientific Research, Grants & Awards Committee. Further details will be provided if you are accepted for a CSI presentation.

2. CATEGORY

The online system will ask you to choose one category that best describes your abstract from the following list:

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| 1. Complications* | 11. Ethical Issues* | 20. Donor Harvesting and Donor Closure |
| 2. Challenging Cases* | 12. Ethnic Variations* | 21. Marketing and Internet Issues |
| 3. Follicular Unit Excision * | 13. Graft Preparation and Holding Solutions* | 22. Non-AGA Hair Loss |
| 4. Graft Placement, Including Implanters* | 14. SMP* | 23. Other |
| 5. Regenerative Medicine* | 15. Anesthesia/ Sedation | 24. Post-operative Issues |
| 6. Hair Loss in Women* | 16. Basic Science Update | 25. Recipient Site Creation, Density, and Organization |
| 7. Hairline, Temples, and Crown design (Artistry and Aesthetics)* | 17. Body Hair (Including Eyebrows, Beards, Eyelashes, and other body hair) | 26. Reconstructive, Transgender, and Pediatric Surgeries |
| 8. Innovations & Inventions* | 18. Consultation and Evaluation | 27. Staffing, Organization and Efficiency |
| 9. Strip FUT and other Surgical Techniques* | 19. Diagnostic Methods – Dermoscopy and Hair Loss quantification methods | 28. Techniques for Improving Graft Survival and Avoiding Poor Graft Growth |
| 10. Non-Surgical or Medical Therapies * | | |

*Highly seeking abstracts in categories marked with an asterisk.

3. THE ABSTRACT ITSELF

By following the instructions precisely, the chances of your abstract being accepted increases. The abstract limit is 2,000 words, excluding title and authors. There are four types of Abstracts: **(1) Abstract of Scientific Study;** **(2) Abstract on a Position;** **(3) Abstract of a Surgical Video;** **(4) Abstract on a Case for Live Patient Viewing.**

Title – The title should be brief, clearly indicating the nature of the presentation. In the beginning of the online process you will be asked to enter the title. When entering your title online, use title case (do not use all caps), do not put a period at the end of the title, and do not bold the title. Do not enter the title in the body of the abstract.

Example of correct title: The Effect of Factor Z on Healing Decubitus Ulcers

Authors – List the authors according to the instructions given online. **Do not list the authors in the body of the abstract.**

Body – The online system requires you to enter the body of your abstract in one of two ways: 1) copy/paste from a Word document or 2) type the abstract. Use the correct format below for the type of abstract you are entering:

(1) ABSTRACTS OF SCIENTIFIC STUDIES should adhere to the following format:

- Introduction** – This should give background regarding the topic that you are writing about. This may include what prompted this study and what you are examining, studying or reporting.
- Objective** – This should be a statement explaining what you sought to establish, measure, observe or prove.
- Materials and/or Methods** – This should include how you carried out your study, what you examined and how you measured or analyzed the material or data. If your abstract is accepted, and you are selected to present you must disclose the methodology used to calculate all rates (e.g. survival rate, transection rates). Report on the number of hairs (if possible), and not only the number of grafts. If you have HairMass Index data, then please include it.
- Discussion/Results** – This should include what your analysis revealed and what it might lead to. Final data must be submitted. Only under extenuating circumstances will preliminary data be acceptable. Please indicate reason if this is the case.
- Conclusion** – Summarize what you proved or disproved. Include patient recommendations, if any. All patient recommendations involving clinical medicine will be based on evidence that is accepted within the profession of medicine as adequate justification for their indications or contraindications in the care of patients. All scientific research referred to, reported or used in support or justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection and analysis. **If you refer to research that does not meet the generally accepted standards as described above, then you should indicate this and disclose that the patient recommendations are anecdotal.**

IMPORTANT: Abstracts that do not include final results and instead indicate “results will be presented in time for the meeting” will not be accepted.

(2) ABSTRACTS ON A POSITION should adhere to the following format:

- A. **Introduction**
- B. **Premise**
- C. **Substantiating Data**
- D. **Discussion**

(3) ABSTRACTS OF A SURGICAL VIDEO should adhere to the following format:

- A. **Introduction** – You should indicate that this is an abstract for a surgical video.
- B. **Technique** – Describe the type of surgery and technique that will be show.
- C. **Discussion** – Describe how it is different than other techniques and why it is interesting, important, or noteworthy.

(4) ABSTRACTS ON A CASE FOR LIVE PATIENT VIEWING should adhere to the following format:

- A. **Introduction** – You should indicate that this is a case for the Live Patient Viewing session. Include the patient's age, type of hair loss, and other statistics.
- B. **Treatment** – Include what the patient had done (type of procedure, how many grafts, technique) and the date of the procedure(s). Don't forget to attach before and after photos.
- C. **Discussion** – Include what is interesting or noteworthy about this case.

TABLES AND GRAPHICS

Please use the upload field to include graphics, photos and tables within your abstract. Only .gif and .jpg files are accepted formats for graphics. Be sure to set the resolution for your graphics to at least 300 dpi. Within the online system there is a feature to add a table. Specific information regarding moving your graphic or table within the abstract body is included in the Online Submission Program.

PHOTOGRAPHS – Proper pre- and post-operative photographs (before and after photos) are expected and should be included with the abstract.

Permission to use patient photographs is the responsibility of the author(s). All pre- and post-operative photographic results must not be computer altered or retouched. Use .gif or .jpg format. **Photographs must be high quality, clear, and have good lighting.**

4. DISCLOSURES

All who submit an abstract will be asked to disclose off-label usage as well as complete an author release information on the online system. If you do not have anything to disclose, you must indicate this on the online abstract submission form. **Disclosure information for all authors is required.**

Abstracts must be complete and received through the online submission system by **March 6, 2023, 9:00am (CST)**. You will be notified as to whether your abstract has been accepted for presentation via e-mail in June 2023.

TECHNICAL SUPPORT

If you have technical questions as you complete the process you may contact **Cadmium technical support** Monday-Friday from the hours 8:00am-8:00pm (Central Time/Chicago).

You may submit a support ticket from the Abstract ScoreCard site, or reach them via phone at +1-401-638-9239 or via email at Support@cadmiumcd.com

Note: Please do not contact the ISHRS headquarters for technical support. The ISHRS staff is not prepared to answer questions on the functionality of the Cadmium Abstract ScoreCard system.

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