

# ARCC Call For Abstract Guidelines

**2013 ARCC Conference**  
**Canada's 2nd Applied Research in Cancer Control Conference**  
Monday May 27, 2013  
Vancouver, British Columbia

The Canadian Centre for Applied Research in Cancer Control (ARCC) is now accepting online submissions of abstracts. Don't miss out on the chance to feature your work. Submit an abstract today for:

Oral Presentations  
Poster Presentations

**Abstract due:** Friday, February 1, 2013 - 11:59PM (EST)

**Notification of decisions:** Friday, March 1, 2013

**Submit online:** <http://forms.f2fe.com/arcc/2013/abstractcall/>

## Conference Purpose

The purpose of this conference is to build connections between researchers and decision-makers, using health economics, services, policy and ethics research to improve cancer control and the delivery of cancer care.

## Research Topics

We encourage all types of research to be submitted for consideration as Oral or Poster Presentations.

**If you have any questions about abstracts, please contact**

Sally Cleford, Event Manager

Email: [sally@f2fe.com](mailto:sally@f2fe.com) | Phone: (613) 288-9239 ext. 101

**If you have any questions about ARCC, please contact**

Sarah Benn, ARCC Network Manager

Email: [sarah.benn@cancercare.on.ca](mailto:sarah.benn@cancercare.on.ca) | Phone: (416) 971-9800 ext. 3738



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## **Presentation Formats**

There will be two presentation formats: oral and poster. People can pre-select the format. However, abstracts submitted for consideration as oral presentations will subsequently be considered for poster presentations if not accepted for oral.

Poster sizes should not exceed 3ft high by 5ft wide. (Poster boards are 4ft high by 8ft wide with a frame).

## **Abstract Submission Content Guidelines**

The online process will collect contact information for the presenter and co-authors, sources of funding, and whether the submission represents a student's project.

To facilitate peer review, abstracts must be submitted in a structured format comprising four sections:

- Objectives (50-word limit);
- Approach (100-word limit);
- Results (125-word limit);
- Conclusion (50-word limit).

*The abstract submitted should not exceed 325 words.*

## **Instructions, Guidelines & Important Information**

*Please read the information below carefully.*

- Proposals for presentations of either format (oral or poster) must identify the presenting author(s) as the main contact. The presenting author information should not be included in the content of the abstract itself.
- All presenters accepted through the abstract submission process and/or presenting at the conference must register for and pay to attend the conference, and are responsible for their own related expenses. In addition, if the accepted presenter invites additional speakers to present with them at the conference, they must also register for and pay to attend the conference. Anyone only attending the conference to present their abstract must register for the conference. Travel and accommodation costs will not be covered.
- All abstracts must be submitted using ARCC's online abstract submission process (see <http://forms.f2fe.com/arcc/2013/abstractcall/>).
- There is no limit to the number of abstracts an author may submit; however, the number of accepted oral presentations may be limited for each presenter. Groups of authors are therefore encouraged to share presenting responsibilities.
- Accepted abstracts will be published in the conference program which will be distributed to the conference delegates and will be made available electronically on the ARCC website following the conference.
- Abstract submissions should be for research that is either complete or will be complete by the conference date.

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**Instructions, Guidelines & Important Information cont'd**  
*Please read the information below carefully.*

- Names of authors and organizations must not appear in the text of the abstract.
- The text should appeal to ARCC's interdisciplinary membership of decision makers, managers, researchers, and trainees.
- Avoid specialized jargon and undefined abbreviations. Do not include tables, figures, diagrams, footnotes, references, or acknowledgements in the text of the abstract.
- More details regarding registration as an abstract presenter will be provided upon acceptance of the abstracts for the conference.
- The conference office will aim to meet all reasonable requests for audio-visual equipment, based on the type and duration of the presentation. Upon acceptance, the conference secretariat will confirm audio visual details for your presentation.
- Please be sure to note specific requirements or considerations when submitting your abstract online.
- All oral presentations that are not accepted will be automatically considered for the poster sessions.

## **Research Topics**

Submitted abstracts should identify which of the areas of focus below best describe the research:

- Health Technology Assessment
- Patients and Families
- Health Systems Services and Policy
- Societal Values and Public Engagement
- Knowledge Translation

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## **Evaluation Criteria for Oral and Poster Submissions**

Using a blind review process, the Scientific Committee will review oral and poster abstracts using the following criteria:

- The content of the abstract provides new insight and/or knowledge in the area of applied cancer control;
- The abstract is clear and well organized;
- The proposed presentation is innovative and/or original;
- The proposed presentation will be of significant interest to conference delegates.

### **Important Dates**

Please note the following dates in your calendar:

Abstract submission opens: Friday November 2, 2012

Abstract submission closes: Friday, February 1, 2013 - 11:59PM (EST)

Notification of decisions: Monday, March 1, 2013

### **Submit Your Abstracts Here at:**

<http://forms.f2fe.com/arcc/2013/abstractcall/>



### **Do you want to become a member of the ARCC Network?**

Joining is free! The ARCC Network is a virtual community of Canadian researchers, decision makers and students who are interested and invested in applied cancer control research. For more information on the benefits of becoming an ARCC Network member visit our website at [www.cc-arcc.ca/network](http://www.cc-arcc.ca/network)