

Abstract Screening Procedures and Guidelines



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Agenda

- Screeners agree to
- Screener topics of expertise
- Screener Conflict of Interest – What is it?
- Screener Conflict of Interest – What to do?
- Encore presentations
- What's a good abstract?
- Reviewing the abstract
- Screening rubric
- Adding comments to reviews
- Reasons for rejection
- Screening timeline



Screeners Agree To...

1. **Review and select** Tracks | Themes | Keywords in which they are experienced during the online sign-up process
2. **Review Screener Training** before completing any abstract reviews
3. **Spend a few minutes** getting familiar with the applicable literature
4. **Spend a few minutes** reading an abstract and answering a few questions about it
5. **Review assigned abstracts** **January 27 - February 13, 2023**

Screeners Topics of Expertise

The submission site automatically makes screener assignments based on the Track | Themes | Keywords of both the abstract and screener.

Screeners who receive an assignment outside their expertise must Check the box “**Outside My Area of Expertise**” and **save**.

Do not complete the assignment. Do not add comments or scores.

What is Conflict of Interest in screening?

AAPS requires screeners adhere to the highest ethical standards. This includes **avoiding even the appearance of bias**.

Therefore, **screeners are not permitted to review an abstract if:**

- They assisted in preparing the abstract, regardless of whether they are named as an author.
- They discussed the abstract with the author before submission.
- They recognize the work as that of a colleague, co-worker, or other party whom they know, regardless of whether that party is or is not the lead author.

There are no exceptions.

When completing reviews, giving even general advice in the comments area on developing a poster is not permitted — it may be seen as giving an author an unfair advantage if they must re-submit.

Conflict of Interest – What to Do

If you recognize an abstract as the work of an author with whom you are acquainted:

- 1) Do NOT review the abstract**
- 2) Do NOT add scores to the review**
- 3) DO Check the box indicating “Conflict of Interest”**

The Abstract Technology Manager will assign a new screener.

Encore Presentations

Encore Presentations are poster(s) previously presented at another meeting:

- Are permitted
- Do not need to be referenced in the abstract
- Must still be reviewed and approved by the ASC
- It does not matter if the previous presentation was at an AAPS meeting

Research previously published in a scientific publication is not allowed.

What is a Good Abstract?

Title—A short, but complete description of the research. **Do not lower the score of abstract because of capitalization issues in the title.**

Purpose—State the purpose of the research. What is the problem or issue, and why is it an issue?

Methods—What methods were used in the research, include details.

Results—What are the results of the research? Include data if available!

Conclusion—What is the final outcome of the research? The Conclusion should support the purpose.

References—Previously published work that is cited in the abstract should be included as a reference.

Acknowledgements—Should not be viewable to screeners. If a screener sees an acknowledgement, the author did not follow the format requirements and the abstract should be rejected.



What is a Good Abstract?

AAPS seeks poster abstract submissions that present data-driven, novel research in the pharmaceutical sciences.

- Abstracts should present data concisely and accurately.
- It is imperative that data is presented in the results section so screeners can judge the scientific value of the abstract.
- Authors **must include all research information and data.**
 - Charts and graphs are optional -- data may be included in the abstract as text

Reviewing the Abstract

- Accepted Abstracts will be published as presented at the time of submission.
- No revisions are allowed—Screeners must review the information as presented.
- **Screeners are not permitted to include comments with suggestions for additional content.**

There is never too much information in an abstract!

Abstracts Must Be Blinded

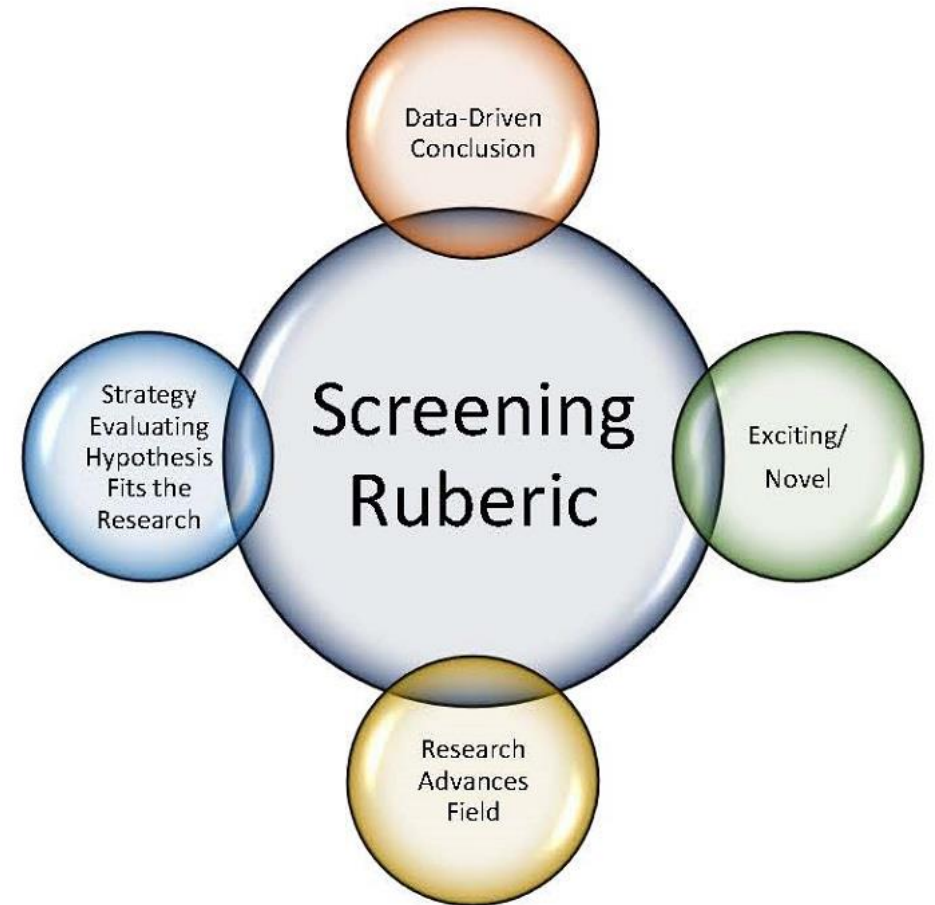
An abstract that contains author/affiliation information must be rejected.

- Abstract screening is a competitive process.
- To ensure all authors are treated fairly, all abstracts are blinded.
- No author or affiliation information may be included in the Purpose, Methods, Results, and Conclusion, or in the images or image labels.

Screening Rubric

Screeners rate the abstract using a rubric that includes these questions:

- 1) Is the Conclusion of the research data driven?
- 2) How exciting/novel will viewers find this research?
- 3) How well does this research incrementally advance its field?
- 4) How well does the author's selected strategy for evaluating the hypothesis suit the project?



Screening Rubric

Each of the 4 questions will be rated from 0 – 3

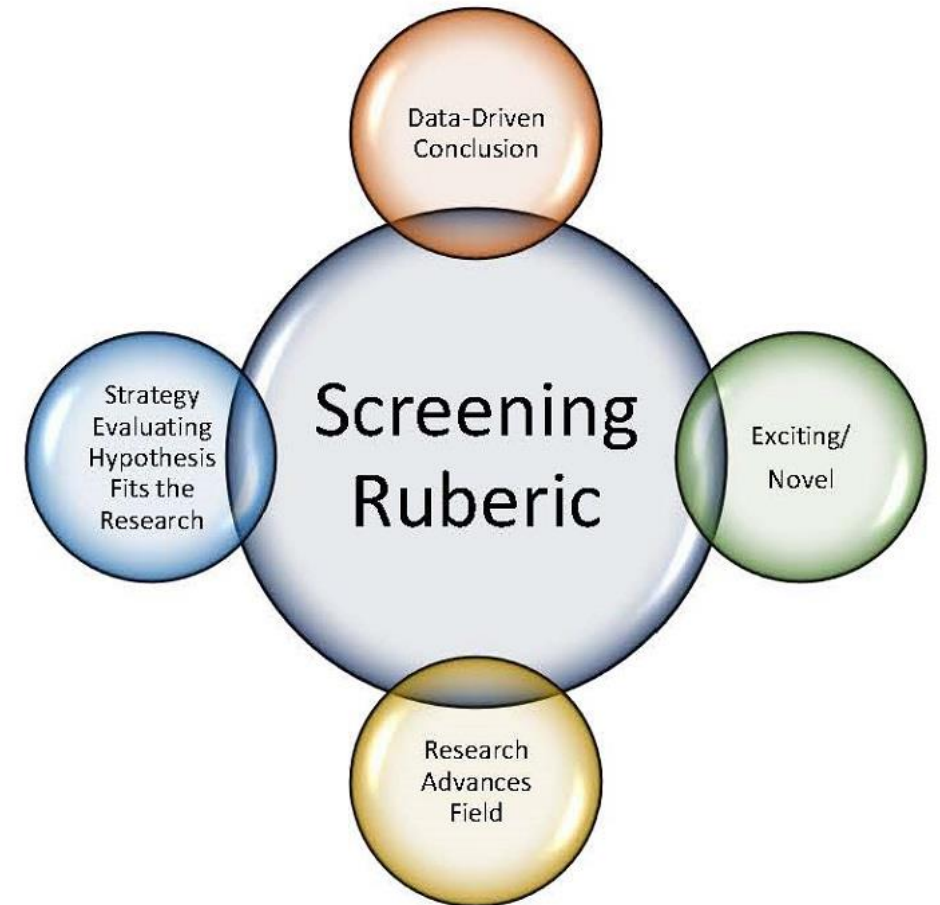
0 Score = No or None

1 Score = Little or Somewhat

2 Score = Yes or Good

3 Score = Yes or Best (Wow!)

Total Possible Score of 12



Adding Comments

Add comments to every abstract to document your decision.

Comments help the Track Chair and Track Leader understand the reasoning for screeners' scores.

- Screeners cannot view other screener comments
- **Comments are not permitted to suggest rewrites of the abstract**
- Screener comments should be **short in length**

Reasons for Rejection

Reject any abstract that has one of these problems:

- Lack of data.
- Acknowledgements were included in the abstract, preventing a blind review.
- Affiliation or company name(s) were included in the abstract, preventing a blind review (product names are permitted).
- Commerciality – the abstract is designed to sell a product.
- Inconsistent or ambiguous data.
- Reviews of literature.
- Lack of novelty or innovation.
- Stating that data or information will be included in the poster presentation.
- Previously published research.
- Including previously published information in the research without referencing the information in the abstract submission.
- Failure to follow format guidelines (Purpose, Methods, Results, Conclusion, References, Acknowledgements).
- Failure to upload tables or charts as images as directed.
 - Tables and/or charts are not to be included in the text box for the Purpose, Methods, Results, or Conclusion.
 - Tables and/or charts must be uploaded as images.
- Failure to submit one strong abstract instead of several abstracts presenting the same work.

Screening Timeline

Submission Period
December 1, 2022 – January 25, 2023

All dates subject to change	
January 25	Author deadline for poster abstract submissions
January 27	Screening assignments made
February 13	Screeener deadline to complete reviews

Questions?

AAPS presents exciting and valuable scientific posters each year with the help of our volunteers.

Thank you for sharing your time and expertise!

We appreciate you!

If you have any questions regarding reviewing abstracts email
Teresa Homrich at HomrichT@aaps.org