

Regular, Young Investigator Award and Late-Breaking Abstract Guide







Annual Meeting Overview	
Audience	1
Reasons to Submit to the SITC Annual Meeting	1
SITC Annual Meeting by the Numbers	1
Abstract Submission Information	3
Submitting an Abstract	3
Abstract Submission Deadline	3
Abstract Types	3
Selection Criteria	4
Publications	4
Questions	4
Important Abstract Dates	5
Abstract Guidelines	6
Submission Guidelines	6
Abstract Management System Instructions	10
Late-Breaking Abstract Information and Eligibility	14
Young Investigator Award Abstract Information and Eligibility	15
Clinical Trials In Progress	16
Abstract Categories and Subcategories	17
Abstract Review and Selection	20
Abstract Presentation Information	22
Abstract Presentation Guidelines	22
Faculty Guidelines and Information	24
Abstract Policies	27







SITC Annual Meeting Overview

The Society for Immunotherapy of Cancer's (SITC) 36th Annual Meeting provides a multidisciplinary educational and interactive environment focused on improving outcomes for current and future patients with cancer by incorporating strategies based on basic and applied cancer immunotherapy. As the largest annual conference solely dedicated to cancer immunotherapy, submitting an abstract provides the opportunity to share the latest research with thousands of colleagues and leaders in the field.

SITC Annual Meeting Audience

The SITC Annual Meeting audience includes U.S. and international researchers, regulators and healthcare professionals involved in cancer research and clinical care. This includes, but is not limited to basic, translational and clinical researchers; postdoctoral fellows; oncologists; registered nurses; nurse practitioners; pharmacists; payers; and other allied health professionals.

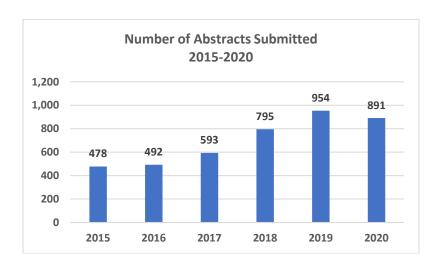
Reasons to Submit Your Abstract to the SITC Annual Meeting

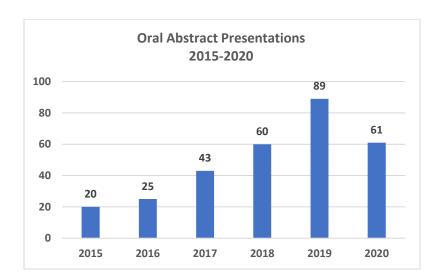
- Free submission for members and nonmembers.
- Young Investigator Awards are offered in conjunction with regular abstract submission.
- All accepted abstracts will be published as a supplement in the Journal for ImmunoTherapy of Cancer (JITC), the society's global, open access, peer-reviewed journal.
- Oral presentation opportunities are available on topics spanning the entire field.
- The opportunity to present and discuss your research with luminaries in the immunotherapy field.

SITC Annual Meeting by the Numbers















Abstract Submission Information

Submitting an Abstract

To submit a regular, Young Investigator Award or late-breaking abstract application, please click on the corresponding link, below:

- Regular Abstract and Young Investigator Award Submission Site
- Late-Breaking Abstract Submission Site

Abstract Submission Deadline

July 29, 2021, 5 p.m. PDT: Deadline to submit regular abstracts, Young Investigator Award abstracts and late-breaking abstract applications.

Abstract Types

Three types of abstracts will be accepted for submission to the SITC Annual Meeting.

Regular Abstract

Submit your latest research in the cancer immunotherapy field to the 36th Annual Meeting to be considered as an oral abstract presentation, rapid oral abstract presentation and/or poster abstract presentation.

Late-Breaking Abstract

Late-breaking abstract (LBA) submission is solely for abstracts with late-breaking data and not for abstracts submitted "late". The late-breaking abstract deadline is not intended to be an extension of the general submission deadline.

All LBA submitters must submit an application by 5 p.m. PDT on July 29, 2021, to be eligible for the LBA submission period. After applications are reviewed, submitters will be notified if they qualify to submit a late-breaking abstract during the submission period from Aug. 19, 2021 to 5 p.m. PDT on Aug. 31, 2021. If an application does not qualify for late-breaking abstract submission a notification will be sent to the submitter by Aug. 10, 2021, and will have the opportunity to submit a regular abstract by 5 p.m. PDT on Aug. 13, 2021.

Late-breaking abstracts are considered for—but not limited to—oral abstract presentations during the Late-Breaking Abstract Sessions from 12:10–12:40 p.m. on Nov. 12, 2021, and 12–12:30 p.m. on Nov. 13, 2021.

For more information about the criteria and eligibility for late-breaking abstracts, please see page 14.

Young Investigator Award Abstract

Regular abstracts with primary and presenting authors that are students, postdoctoral research fellows, clinical fellows, or junior faculty with three or fewer years on staff and are current SITC members may be eligible to receive a Young Investigator Award. Young Investigator Award abstracts require a letter of recommendation as well as additional information regarding the percentage of contribution by the primary and presenting author.





An invitation will be sent to those selected for the Presidential Travel Award to give an oral abstract presentation during the Presidential Session from 2–3:25 p.m. on Nov. 13, 2021.

For more information about the Young Investigator Award abstracts as well as the criteria and eligibility, please see page 15.

Selection Criteria

Abstract reviewers consider a number of variables in rating the abstracts for selection for awards and oral presentation. General considerations include quality of the research and presentation, the strength of the results and methods and whether the reported research significantly advances the field.

Quality of Research and Presentation of Results

- Overall quality of the research as described in the abstract is high
- Reported results are novel and scientifically important
- Results are presented clearly

Methods and Results

- Abstract includes clear description of reliable methodology and models
- Abstract includes specific results and data on sample size, endpoints and outcomes, with statistical analysis demonstrating significance of findings

Research Advances the Field

 Abstract includes concise description of the implications of the research to advance basic scientific understanding, translation and/or clinical application of cancer immunotherapy

For more information about the review and selection process for abstracts, please see page 20.

Publications

Accepted regular and late-breaking abstracts will be published in the *Journal for ImmunoTherapy of Cancer (JITC)* as a supplement. Full abstracts will also be available on the Annual Meeting website and app. For publication dates, please see the SITC Embargo & Release Information Policy on page 26.

In addition to publishing the abstracts, all abstract submitters are also encouraged to submit a manuscript to *JITC* for consideration for article publication. For more information about submitting a manuscript to *JITC*, please visit <u>JITC.biomedcentral.com</u>

Questions

The rest of this guide highlights important information, criteria, guidelines, policies and instructions for using the abstract submission site. More information can be also be found at www.sitcancer.org/2021. For any other questions regarding abstract submission, please contact education@sitcancer.org or +1 414 271 2456.





April 22, 2021	Regular, Young Investigator Award, World Immunotherapy Council abstracts and late-breaking abstracts submission site opens
July 29, 2021	Regular, Young Investigator Award and late-breaking abstracts application sites close at 5 p.m. PDT
Aug. 10, 2021	Late-breaking abstract application notifications sent
Aug. 13, 2021	Non-accepted late-breaking abstract applications submission due for regular abstracts
Aug. 19, 2021	Late-breaking abstract submission site opens
Aug. 31, 2021	Late-breaking abstract submission site closes at 5 p.m. PDT
Aug. 27, 2021	Regular and Young Investigator Award abstract notifications sent
Sept. 2, 2021	Regular and Young Investigator Award abstract presentation acceptance confirmations due Deadline for regular and Young Investigator Award abstract withdraws and changes
Sept. 20, 2021	Late-breaking abstract notifications sent
Oct. 1, 2021	Regular and Young Investigator Award abstract title and author information released at 8 a.m. EST
Nov. 1, 2021	Late-breaking abstract title and author information released at 8 a.m. EST
Nov. 9, 2021	Regular and Young Investigator Award abstract preprint version of supplement published in the <i>Journal for ImmunoTherapy of Cancer (JITC</i>)
	Embargo lifted and full regular, Young Investigator Award and late- breaking abstracts made public at 8 a.m. EST
Nov. 10-14, 2021	36 th Annual Meeting & Pre-Conference Programs
Dec. 9, 2021	Regular, Young Investigator Award and late-breaking abstract supplement published in <i>JITC</i>

^{*}A Conflict of Interest Disclosure form for the presenting author of the abstract must be submitted by the abstract deadline. Please see page 14 for more information about the COI for presenting authors.







Abstract Guidelines

Submission Guidelines

Below are the guidelines for your abstract submission. The submitting author is responsible for assuring that the abstract adheres to these.

General Requirements

- Type the text unjustified without hyphenating words at line breaks.
- Use single line spacing. Use hard returns only to end headings and paragraphs.
- Abbreviations should be used as sparingly as possible and should be defined when first used.
- All abstracts must be in English. Spelling within any one abstract should be US English or UK English, but not a mixture.
- In most cases, Greek letters and other special characters will transfer from your word processing software via copy and paste functions. If you are unable to reproduce a particular special character, type out the name of the symbol in full.
- SI units should be used throughout (liter and molar are permitted, however.)

Title

The title must be entered exactly as it should appear and should be in sentence case. Do not put the title in quotes, underline it or use punctuation. The title can be a maximum of 200 characters, including spaces.

Example: Novel pharmacologic approach to enhance the epigenetic and immune priming effect of decitabine in patients with advanced non-small cell lung cancer

Presentation Type

Abstracts can be considered for "Oral or Poster" OR "Poster ONLY." Those who select "Poster ONLY" will not be considered for oral presentation within SITC's Annual Meeting. Selecting "Oral or Poster" will allow you to be considered for oral presentation within the Annual Meeting and/or poster presentation.

Clinical Trial Question

Abstract submitters must answer whether the abstract being submitted is based on a clinical trial and will be presenting clinical data. If the abstract being submit is a clinical trial abstract, please mark whether it is an in progress or completed clinical trial. For more information about what is considered a clinical trial in progress, see page 16. If the abstract will incorporate basic or pre-clinical research, please mark that it is not a clinical trial abstract. Please note, the response to this question will determine which abstract categories you see.

Abstract Category

All abstract submitters will be asked to indicate the primary category and subcategory with which the abstract most closely aligns. This primary selection will aid the abstract reviewers in placing the abstract into the most appropriate session, if accepted for oral presentation. Accepted abstracts are also listed according to the primary category and subcategory selected within the SITC 2021 website, mobile app, the *JITC* supplement and the poster hall.







Should the submitter believe more than one category is applicable, they can select a secondary category and subcategory. The secondary category and subcategory will only be used to aid the abstract reviewers in placing the abstract into the most appropriate session, if accepted for oral presentation. The secondary category and subcategory **WILL NOT** be used for the abstract listing in publications or placement in the Poster Hall.

For more information about the abstract categories and subcategories, please see page 17.

Kevwords

All abstract submitters will be asked to indicate keywords for their abstract. Keywords are included in the SITC 2021 website and mobile app to assist attendees in searching for abstracts. Up to 10 keywords can be selected. The following is the list of keywords:

- Adoptive immunotherapy
- Angiogenesis
- Antibody
- Antigen presenting cells
- Autoimmunity
- B cell
- Bioinformatics
- Biomarkers
- Bispecifics
- CAR T cells
- Carcinogenesis
- Checkpoint blockade
- Chemokine
- Chemotherapy
- Clinical study
- Clinical trial
- Coinhibition
- Costimulation
- COVID and Immunotherapy
- Cytokine
- Dendritic cell
- Epidemiology
- Epigenetics
- Extracellular vesicles/exosomes
- Gene expression
- Genetic polymorphism
- Glycoproteomics
- Granulocyte
- Immune adjuvant
- Immune contexture
- Immune monitoring
- Immune suppression

- Immune tolerance
- Immune toxicity
- Inflammation
- Leukemia/lymphoma
- Monocyte/macrophage
- Myeloid cells
- MDSC
- Metabolism
- Microbiome
- Neoantigens
- NK/NKT cell
- Pediatric tumors
- Post-translational modifications
- Proteomics
- Radiotherapy
- Regulatory T cell (Treg cell)
- RNA
- Stem cell/cancer-initiating cell
- Solid tumors
- Surfaceome
- Surgery
- Systems biology
- T cell
- T cell lineages
- Targeted therapy
- Tumor infiltrating lymphocytes (TILs)
- TLR
- Tumor antigens
- Tumor evasion
- Tumor microenvironment
- Tumor stroma
- Vaccine







Abstract Structure

The following is included in the abstract body and must not exceed 400 words total.

- Background
- Methods
- Results*
- Conclusions*
- * For Clinical Trials in Progress, if results and conclusion are not applicable these can be left blank.

In addition to the abstract body, you should include the following information if applicable:

- Acknowledgements: Brief acknowledgements may be included.
- Trial Registration: If applicable, abstracts related to randomized controlled clinical trials (RCTs) should include the trial registry along with the unique identifying number. Trial registers that currently meet the publisher's requirements can be found at http://www.icmje.org/about-icmje/faqs/clinical-trials-registration/.
- References: Citations to references should be included in square brackets [1,2]. All references need corresponding citations in the text, and vice versa.

Journal abbreviations should follow MEDLINE standards. References should be laid out at the end of the abstract. Example:

- 1. Lastname A, Lastname B, Lastname C. Title of journal article. Journal Medline abbreviation. Year; Volume:first page-last page.
- 2. Chomczynski P, Sacchi N, Single-step method of RNA isoloation by acid guanidinium thiocyanate-phernol-chloroform extraction. Anal Biochem. 1987;162:156-159.

Web links (URLs) should be provided in full, including both the title of the site and the URL, in the following format:

Mouse Tumor Biology Database [http://tumor.informatics.jax.org/cancer_links.html]

- Ethics Approval: If the abstract discusses studies involving human subjects, human material, or human data, or involving animals, an ethics statement should be included: "This study was approved by XYZ institution's Ethics Board; approval number 12345." The committee and approval number should come from whomever reviewed and approved the use of the data. The ethics statement must cover all patients in the study even at multiple institutions
- Consent: If applicable, for abstracts containing sensitive or identifiable information, written
 consent to publish must be obtained from the study participant(s) by authors. In these cases
 authors should include a 'consent' section in their abstract and we recommend using the
 following wording: "Written informed consent was obtained from the patient for publication of
 this abstract and any accompanying images. A copy of the written consent is available for review
 by the Editor of this journal."





Authors and Institutions

- All authors and contact information must be listed in the correct order. The order in which authors will be listed in the author block of all publications including online and the *JITC* supplement is the order that they are entered.
- Each author MUST indicate at least one institution affiliation. Affiliations should include Department, University, Town, State, USA **OR** Institution, Town, Country, for example:

¹Pathology Department, New York School of Medicine, New York, NY, USA ²Roche Innovation Center Penzberg, Penzberg, Germany

- Your submission needs to have a <u>minimum</u> of:
 - o 1 Corresponding Author
 - 1 Presenting Author
 - 1 Primary Author
- The presenting author will need to complete a Conflicts of Interest Disclosure Form. Once the abstract is submitted, the presenting author will be sent an email notification to complete the form.
- The corresponding author will be highlighted and their email provided in the JITC supplement.
- If you are submitting the abstract but ARE NOT an author, please select "Submitter Only" as your role. Those with "Submitter Only" as their role will not be included in the abstract author list.
- There is no limit to the number of authors you can include.
- The author submitting an abstract to the SITC 36th Annual Meeting must agree to the following:
 - Serve as the contact for all correspondence about the abstract and inform co-authors about its status.
 - Confirm all authors are aware of and agree to the content and data presented in the abstract.
 - Verify the abstract has not been published prior to the SITC 36th Annual Meeting, or if previously published, contains significant new data.
 - Agree that the full regular and late-breaking abstract content submitted to the SITC 36th
 Annual Meeting will be embargoed until 8 a.m. EST on Nov. 9, 2021.
 - Agree to release of the regular and late-breaking abstract titles prior to the SITC Abstract Embargo & Release date and time of 8 a.m. EST on Nov. 9, 2021. Regular abstract titles will be released on Oct. 1, 2021, and late-breaking abstract titles will be released on Nov. 1, 2021.
 - Agree to follow all guidelines and policies set forth by SITC.
 - Agree that, if accepted, the presenting author or a co-author noted will present the abstract at the 36th Annual Meeting. For more information, please see page 22.

Tables, Figures and Images

• Tables, figures and images need to be numbered (ie: Table 1, Figure 1, or Image 1) in the title field with a caption.





- The background, methods, results and conclusions are the only fields included in the word count. The fields that are no longer in the word count include the acknowledgements, trial resignation, references, ethics approval and the consent.
- All figures, tables, and images need corresponding citations in the text, and vice versa. Citations
 to any figures (Figure 1), tables (Table 1) or images (Image 1) must be included in round
 brackets.
- There is not a limit to the number of figures that can be included.
- Figures must be supplied electronically at 300 dpi minimum (600 dpi preferred).
- Do not include figures with embedded hyperlinks.
- The following file types will be accepted: .png, .jpg.

Formatting Your Font

If you would like to format your font to include italics, bold, or underline, you may use tags such as <i>Italics</i>, Bold, or <u>Underline</u>.

Additional Fields

Late-Breaking Abstracts: Late-breaking abstract applications will need to indicate if it is a clinical or lab-based study and will need to include the following information in their application:

- Clinical Study
 - Closure date of the study
 - o Primary clinical endpoint for analysis
 - Type of analysis
- Lab-Based Study
 - Provide an explanation why the experiment(s) could not be completed before the regular abstract submission deadline, July 29, 2021, and needs to be considered for latebreaking submission.

Young Investigator Award Abstracts: Presenting authors that qualify for a Young Investigator Award and indicate they would like their abstract to be considered for a Young Investigator Award will need to include the following information in their application:

- Upload a letter of recommendation from a supervisor (.doc, .docx, .pdf).
- Confirm if they are a SITC member.
- Confirm if they are a student, postdoctoral research fellow, clinical fellow, or junior faculty with three or fewer years on staff, and if so which they are.
- Indicate the percentage of contribution by the primary and presenting author in regards to conception and design, collection and assembly, data analysis and interpretation and abstract writing.

Additional Young Investigator Award information can be found on page 15.

Abstract Management System Instructions

To submit a regular, Young Investigator Award or late-breaking abstract application, please click on the corresponding link, below:

- Regular Abstract and Young Investigator Award Submission Site
- Late-Breaking Abstract Submission Site







Logging In

If you have a SITC CONNECT account, enter your username and password to log in. If you forgot your username and/or password, you can retrieve that information by selecting *click here* in the first bullet point and entering you email address.

Creating a SITC CONNECT Account

If you do not have a SITC CONNECT account, you can create one by selecting *click here* in the second bullet point, then:

- You will be asked to enter your email address.
- An email will be sent to that address. You will need to click on the link in the email to confirm and set up your account.
- You will be asked to enter information for your account profile and select continue.
- You will then need to set up your username and password and select *continue*.
- You will see a confirmation screen that your account has been created and will be asked to log
 in.

Creating an Abstract Submission

Once you are logged in, you will be shown the abstract submission home page with important information regarding the submission process.

When you are ready to submit your abstract, select *Begin the Abstract Submission Process* at the bottom of the page.

If this is your first abstract, you will receive a message that you have no abstract on file and will need to select *Click here to add your first abstract*.

You will then want to complete the information for your abstract including the required fields which are marked with this symbol • . For questions about the required information, please see the Submission Guidelines starting on page six.

Please be sure to select *Save and Continue* at the bottom of each page after adding information to save it and move on to the next page.

Adding Images

To add an image, you can drag and drop the image from your computer into the shaded box or select *Upload a file* to select an image from your files.

A title is required and needs to include whether the object is a table, figure or image and what number it is (ie: Table 1, Figure 1, Image 1). You will also need to add a caption for the image added. The title and caption do not count towards your abstract word count.

An image thumbnail will keep this viewable in the submission form, but you can also download the image to see it in the correct resolution by clicking the blue arrow next to the image. To delete the image, select the *X* below the image.







To add additional images, mark *Yes* next to *Do you want to add another?* If you are done adding images, select *No*.

Authors

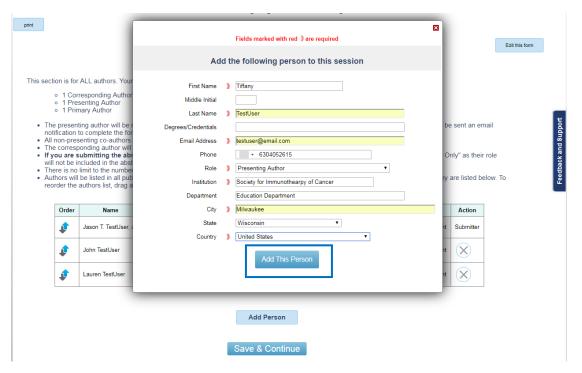
Submitters

As the submitter you will be automatically added to the author list. Your role is defaulted to Submitter Only. "Submitter Only" means that you are the submitter, but NOT AN AUTHOR. If you are an author, you must update your role by clicking the box under the role column and selecting the appropriate role from the list and selecting *Save*.

Adding an Author

To add another author, select Add Person, then:

- You can search for authors by entering their first name, last name and email address. If the
 author is in our database, they will appear in your search results and you can add them to your
 author list.
- If the author is not in the database, you will need to add a new person.
- For a new person, you will need to complete the required information for each author. Please
 complete this information carefully as not all information can be edited once you submit the
 author. Once the information entered is complete, select Add this Person.
- Once an author is added you will see them in the author list table.



Updating Author Information

You will be able to update the information that is displayed in the author table. If additional information needs to be changed or updated, you will need to delete the author from the author table by selecting







the X under the action column and create a new author record by selecting Add Person and reentering the information.

Please note all authors receive a confirmation email once an abstract is submitted and are asked to confirm their information.

To reorder the authors, you can drag and drop the authors. Again, Submitter Only will not be included as an author, so the placement of submitters with the Submitter Only role will not affect the order of the authors.

Abstract Summary

The information you enter for your abstract will be displayed in a summary page. To print or save this summary as a PDF, select *Print this page for your records*. To make changes to your abstract, you can select *Edit* at the bottom of the screen.

Copyright Disclaimer: All submitters must read the copyright disclaimer and agree to the terms by providing their electronic signature (first and last name) and date.

Submitting your Abstract

Once all the necessary information is complete, you can either submit your abstract or save it to submit later.



If you are missing any required information, you will be notified of the missing information and can either go back to complete those items or save your abstract to complete at a later date.

Navigating your Form

You can move to different parts of the form my using the top navigation bar.

If you would like to save the information submitted and return to your abstract at a later date, select *Save & Return* in the upper right-hand corner.







My Abstracts

To see a summary of the abstracts you have started and/or submitted, click on *My Abstracts*. From here, you can

- See if the abstract has been submitted or is a work in progress under Status.
- Use the icons to edit your abstract(s), edit the authors, see the abstract summary or withdraw your abstract under the column.
- You can also see when it was created, submitted and the submission type.
- To add another abstract, select Click here to add another abstract.

Conflict of Interest Disclosure

After you have submitted your abstract, the presenting author will need to complete a conflict of interest disclosure. In order to complete the form the presenting author will need to login to the system and complete their profile. After they have completed their biography, they will be directed to fill out their conflict of interest disclosure form.

Technical Support

If you have any technical difficulties during your abstract submission process, click on *Feedback and Support* on the right hand side of your screen. Your inquiry will be sent to the technical support team when you complete the form. Please note, regular office hours for the technical support team are 9 a.m.–5 p.m. Monday through Friday.

If you have any non-technical support questions or issues, please contact the SITC Education Department at education@sitcancer.org or +1 414 271 2456.

Late-Breaking Abstract Information and Eligibility

Late-breaking abstract submission is solely for abstracts with late-breaking data and not for abstracts submitted "late." The late-breaking abstract deadline is not intended to be an extension of the general submission deadline. Late-breaking abstracts highlight novel and practice-changing studies, and only apply to data that would have not otherwise have been presented as an abstract at the 36th Annual Meeting.

Examples of acceptable late-breaking abstracts include the following (in each case, results were not available or significant by the regular abstract submission deadline):

- Results of a practice-changing prospective Phase III clinical trial
- Phase II study showing anti-tumor activity in a novel context
- An early clinical trial with novel proof-of-principle data
- Demonstration of novel cancer biology with therapeutic implications

For clinical studies, authors need to justify late consideration by documenting the closure date of the study, and submit a late-breaking abstract application by the regular abstract submission deadline (Aug. 1). This application needs to include necessary abstract information (without results and conclusions) and incorporate the primary clinical endpoint for analysis, type of analysis, date of planned analysis, and planned statistical methods for analysis.







Laboratory-based studies need to be justified within the author's late-breaking abstract application. Authors need to specify why experiments could not be completed before the standard abstract deadline.

The data in the abstract must not be published prior to the SITC 36th Annual Meeting.

Late-breaking abstracts are considered for—but not limited to—oral abstract presentations during the Late-Breaking Abstract Sessions from 12:10–12:40 p.m. on Nov. 12, 2021, and noon–12:30 p.m. on Nov. 13, 2021.

For more information about the review and selection process, please see page 20.

Young Investigator Award Information and Eligibility

In 2021, SITC will offer 36 Young Investigator Awards, all recognizing excellence in novel research and providing young investigators with experience necessary for successful careers.

Abstract Travel Awards

Thirty-two Abstract Travel Awards will be presented by SITC to young investigators who submit an abstract to the society's 36th Annual Meeting. Abstracts will be judged by a committee of SITC leadership and the Annual Meeting Organizers. Those selected have the opportunity to present a poster of their abstract at the 36th Annual Meeting and are eligible for an oral presentation during the Annual Meeting. Award recipients will also receive:

- Up to \$750 in travel reimbursement (applied to SITC 2021)
- SITC Abstract Travel Award certificate and poster ribbon

Presidential Travel Awards

Four abstracts submitted in any category and authored by young investigators will be selected for an oral abstract presentation during the Presidential Session of SITC's 36th Annual Meeting. Presenting authors not selected for the SITC Presidential Award will receive a SITC Presidential Travel Award in recognition of their achievement. Recipients will also receive:

- Up to \$750 in travel reimbursement (applied to SITC 2021)
- One-year complimentary SITC membership
- Presidential Travel Award certificate and poster ribbon

Authors selected for a Presidential Travel Award will present during the Presidential Session on Nov. 13, 2021, from 2–3:25 p.m. on. Each presentation will be 10 minutes in length, followed by four to five minutes of questions and answers. Oral presenters must be capable and comfortable presenting the abstract to a large audience and answering audience questions.

Presidential Award

Established in 1991, the SITC Presidential Award serves as recognition to the young investigator deemed to have the most outstanding oral abstract presentation at the SITC Annual Meeting. The recipient of the Presidential Award will receive:

- \$1,000 honorarium
- Up to \$1,000 in travel reimbursement (applied to SITC 2021)







- One-year complimentary SITC membership
- A commemorative Presidential Award plaque and a poster ribbon noting them as the Presidential Award Winner.

The Presidential Award Winner will be determined following the Presidential Session on Nov. 13, 2021, at the 36th Annual Meeting. Individuals who have previously won the SITC Presidential Award are ineligible for the same award.

To qualify for SITC Abstract Travel and Presidential Travel Awards, the abstract author must:

- Be a current SITC member
- Be categorized as a student, postdoctoral research fellow, clinical fellow or junior faculty (instructor/assistant professor) with three or fewer years on staff (total from all institutions; inclusive of experience in all fields)
- Serve as both the primary author and presenting author on the abstract
- Meet the July 29 deadline for abstract submission and indicate that they wish to be considered for an award
- Include a letter of recommendation from a lab supervisor stating their categorization
- Outline their contribution level to the four areas listed below. A greater level of participation will be judged more favorably and will be used as one of the criteria for judging award recipients.
 Categories include:
 - Conception and design
 - o Collection and assembly of data
 - o Data analysis and interpretation
 - Abstract writing

For more information about the review and selection process, please see page 20.

Clinical Trials In Progress

Overview & Criteria

SITC understands the crucial need for collaboration and discussion surrounding clinical trials in progress. This abstract submission category aims to allow for open dialogue surrounding such trials and hopes to foster a unique environment in which to discuss the research that is being done.

All phases of clinical research may be considered for inclusion in the Clinical Trials in Progress abstract submission.

Although there are no absolute criteria for abstracts submitted under this category, we provide the following general guidelines for your consideration as you prepare your abstract submission for this category. All abstracts submitted under this category, as for all abstracts in any category, are subject to peer review and possible rejection from being included as an oral and/or poster presentation in the 36th Annual Meeting.

Submission Guidelines

- Background
 - o Scientific background/rationale for the trial should be included
 - Preclinical and/or earlier-phase clinical data that has already been publically presented or published may be included with references







- Abstracts should be written/designed with respect to the correlates and hypothesis being tested in the clinical trial
- Methods
 - Clinical trial registry number (required, if appropriate)
 - Trial design and statistical methods (include)
 - Treatment or intervention planned (include)
 - Major eligibility criteria, highlighting unusual aspects (include)
 - It is <u>not</u> a requirement that the trial be recruiting (current status of "Open but Not Yet Recruiting" is acceptable)

NOT acceptable in a Clinical Trials in Progress abstract:

- Completed trials (these should be submitted in other categories)
- Brand or proprietary drug names

Abstract Categories and Subcategories

Primary Category and Subcategory

All abstract submitters will be asked to indicate the primary category and subcategory with which the abstract most closely aligns. This primary selection will aid the abstract reviewers in placing the abstract into the most appropriate session, if accepted for oral presentation. Accepted abstracts are also listed according to the primary category and subcategory selected within the *JITC* supplement and the Poster Hall.

Secondary Categories and Subcategory

Should the submitter believe more than one category is applicable, they can select a secondary category and subcategory. The secondary category and subcategory will only be used aid the abstract reviewers in placing the abstract into the most appropriate session, if accepted for oral presentation. The secondary category and subcategory WILL NOT be used for the abstract listing in publications or placement in the Poster Hall.

Clinical Trial Question

Before seeing the abstract categories in the abstract submission form, you will be asked if the abstract is a clinical trial or not. Based on your response, you will have different abstract category options as noted below. For more information about the clinical trial question, please see page 16.

Abstract Categories and Subcategories

If you respond "Yes" that the abstract is a clinical trial abstract, you will see the respective categories below:

1) In-Progress Clinical Trials

- a. Skin cancers
- b. Lung cancers
- c. Genitourinary cancers
- d. Breast cancers
- e. Gynecologic cancers
- f. Hematologic malignancies
- g. Brain and CNS cancers
- h. Head and neck cancers
- i. Gastrointestinal/GEJ/colorectal

2) Completed Clinical Trials

- a. Skin cancers
- b. Lung cancers
- c. Genitourinary cancers
- d. Breast cancers
- e. Gynecologic cancers
- f. Hematologic malignancies
- g. Brain and CNS cancers
- h. Head and neck cancers
- i. Gastrointestinal/GEJ/colorectal







cancers

- j. Hepatocellular cancers
- k. Multi-cancer
- I. Biomarker-defined cancers
- m. COVID and Immunotherapy
- n. Other

cancers

- i. Hepatocellular cancers
- k. Multi-cancer
- I. Biomarker-defined cancers
- m. COVID and Immunotherapy
- n. Other

If you respond "No" that the abstract is not a clinical trial abstract, you will see the categories below:

1) Checkpoint Blockade Therapy

- a. Response/resistance mechanisms
- b. Autoimmunity/toxicity
- c. Innate immune checkpoints
- d. Combination treatments (other immunotherapies)
- e. Combination treatments (Chemotherapy, radiotherapy, targeted therapy)
- f. Other

2) Immuno-Conjugates and Chimeric Molecules

- a. Antibody-drug conjugates
- b. Antibody-radionuclide conjugates
- c. Bispecific molecules
- d. Response/resistance mechanisms
- e. Combination treatments
- f. Toxicity
- g. Other

3) Cellular Therapies

- a. Chimeric antigen receptors
- b. Non-CAR adoptive cell therapies
- c. Other cellular therapies
- d. Response/resistance mechanisms
- e. Combinations
- f. Toxicity
- g. Other

4) Immune-Stimulants and Immune Modulators

- a. Vaccines
- b. Cytokines
- c. Oncolytic viruses
- d. TLR agonists
- e. STING agonists
- f. Intra-tumoral agents
- g. Immune effects of nonimmunotherapeutic treatments
- h. Reponses/resistance Mechanisms
- i. Toxicity
- i. Other

5) Immune-Stimulants and Immune Modulators

- a. Vaccines
- b. Cytokines
- c. Oncolytic viruses
- d. TLR agonists
- e. STING agonists
- f. Intra-tumoral agents
- g. Immune effects of non-immunotherapeutic treatments
- h. Reponses/resistance Mechanisms
- i. Toxicity
- j. Other

6) Novel Single-Agent Immunotherapies

7) Combination Immunotherapies

- a. Immunotherapy/immunotherapy
- b. Immunotherapy/chemotherapy
- c. Immunotherapy/radiotherapy
- d. Immunotherapy/targeted therapy
- e. Immunotherapy/surgery
- f. Immunotherapy/other
- g. Response/resistance mechanisms
- h. Toxicity
- i. Other

8) Immune Cell Biology

- a. Cellular metabolism
- b. Innate immunity
- c. Adaptive immunity
- d. Antitumor immunity
- e. Immunogenomics
- f. Epigenetic regulation
- g. Immunotherapeutic Response/resistance mechanisms
- h. Immune effects of non-immunotherapeutic treatments
- i. Toxicity
- j. Other









- a. Post-immunotherapy treatment strategies
- b. Patient experience and education
- c. Clinician education
- d. Best practices for cancer immunotherapy treatment
- e. Case studies
- f. Other

16) Regulatory, Financial, and Access Considerations

- a. Immunotherapy cost and value analyses
- b. Patient access initiatives
- c. Regulatory considerations
- d. Reimbursement initiatives
- e. Immunotherapy clinical trial design
- f. Patient exclusion/inclusion criteria
- g. Other

17) Nursing/Pharmacy

- a. irAE management: clinical care and best practices
- Patient experience: patient education regarding immunotherapy and side effect management
- c. Best practices for improving cancer immunotherapy treatment Administration and polypharmacy management
- d. Case studies demonstrating Exceptional responses or best practices for management of irAEs
- e. Other

18) Immune Cell Types

- a. B cells
- b. T cells
- c. NK cells
- d. Dendritic cells
- e. Non-conventional cells
- f. Macrophages
- g. Other

19) COVID and Immunotherapy

20) Other

9) Tumor and Stromal Cell Biology

- a. Cellular metabolism
- b. Oncogenetics
- c. Epigenetic regulation
- d. Tumor antigens and others
- e. Virus-driven cancers
- f. Cancer-associated fibroblasts
- g. Endothelial cells
- h. Tumor microenvironment
- i. Mouse models
- j. Toxicity
- k. Other

10) Microbiome and Other Environmental Factors

- a. Immunotherapeutic Response/resistance mechanisms
- b. Diet, exercise and metabolism
- c. Microbiome
- d. Other

11) Biomarkers, Immune Monitoring, and Novel Technologies

- a. Imaging
- b. Next-generation sequencing
- c. Neoantigen identification and characterization
- d. Animal models
- e. Circulating DNA and other blood-based soluble markers
- f. Gene editing
- g. Bioengineering
- h. Other

12) Machine Learning, Artificial Intelligence, and Computational Modeling

13) Data Sharing, Handling, and Access

- a. New data sharing initiatives
- b. Data analysis platforms
- c. Tumor sample libraries
- d. Genetic data libraries
- e. Combined tumor sample/genetic data libraries
- f. Other

14) Immunotherapy Toxicities

- a. Toxicity management: clinical care and best practices
- b. Mechanisms of toxicities
- c. Long-term immunotherapy Toxicities
- d. Other







Abstract Review and Selection

Review

Abstracts are reviewed by Annual Meeting organizers, Annual Meeting session co-chairs and volunteer reviewers who are SITC members. At least five people are assigned to review, score and provide comments about each abstract. Abstract reviewers consider a number of variables in rating the abstracts for selection for awards and oral presentation. General considerations include quality of the research and presentation, the strength of the results and methods and whether the reported research significantly advances the field.

Quality of Research and Presentation of Results

- Overall quality of the research as described in the abstract is high
- Reported results are novel and scientifically important
- Results are presented clearly

Methods and Results

- Abstract includes clear description of reliable methodology and models
- Abstract includes specific results and data on sample size, endpoints and outcomes, with statistical analysis demonstrating significance of findings

Research Advances the Field

- Abstract includes concise description of the implications of the research to advance basic scientific understanding, translation and/or clinical application of cancer immunotherapy
- New biomarkers or combinations

Additional Considerations

- Are the reported results novel and scientifically important?
- Are the results presented clearly?
- Does the abstract include specific results and data on sample size, endpoints and outcomes with statistical analysis demonstrating significance of findings?
- Does the abstract include clear descriptions of reliable methodology and models?
- Does the abstract include a concise description of the implications of the research to advance basic scientific understanding, translation and/or clinical application of cancer immunotherapy?
- Is the overall quality of the research as described in the abstract high?

Reviewers are also asked if there is a specific session they recommend the presentation be presented in and if the abstract should be accepted as a poster presentation.

Selection

Young Investigator Abstract Awards

Young Investigator Abstract Awards are reviewed and selected by the Presidential Award Review Committee, which is comprised of the SITC Executive Committee and two nominated at-large directors. The Presidential Award Review Committee selects the four Presidential Travel Awards, who present during the Presidential Session, and the 32 Travel Award recipients. In addition to the abstract information and requirements for Young Investigator Awards (see page 15), the Presidential Award Review Committee takes into consideration the review scores and feedback of all reviewers as well as







the contribution, institution, and background of the presenting author. The 32 Travel Award recipients and any other abstracts not selected for an award are still considered for oral presentation per below as well as poster presentation.

Regular Oral Abstract Presentations

Regular abstracts are selected for presentation during plenary or concurrent session by the session cochairs. In addition to the abstract information, the session co-chairs take into consideration the review scores and feedback of all reviewers, the intent of the session, the other presentations in the session, and if the abstract serves the needs and interest of the SITC audience before selecting abstracts for oral presentation.

Late-Breaking Oral Abstract Presentations

Late-breaking abstracts are selected for presentation during the late-breaking abstract sessions by the Annual Meeting organizers. If recommended by the Annual Meeting organizers, they may also be considered for presentation in a regular plenary or concurrent session. In addition to the abstract information, the Annual Meeting organizers take into consideration the review scores and feedback of all reviewers, whether the abstract is truly late-breaking, and if the abstract serves the needs and interest of the SITC audience.

Rapid Oral Abstract Presentations

Rapid oral abstract presentations are selected for presentation during the rapid oral abstract presentation sessions by the Annual Meeting organizers. In addition to the abstract information, the Annual Meeting organizers take into consideration the review scores and feedback of all reviewers as well as the focus of the session (clinical or basic science). The Annual Meeting organizers also take into consideration if the presenter is a young investigator and if the presenter's professional role selected on their registration form is underrepresented throughout the 36th Annual Meeting program.

Poster Symposium Presentations

Poster symposium presentations are selected by the Annual Meeting organizers. In addition to the abstract information, the Annual Meeting organizer take into consideration the review scores and feedback of all reviewers. The Annual Meeting organizers also take into consideration the abstracts' categories, subcategories and keywords, specifically if there are any that underrepresented throughout the 36th Annual Meeting program.







Abstract Presentation Information

After regular and late-breaking abstracts are reviewed and selected, abstract submitters are sent an email notification stating whether the abstract was accepted, and, if so, what type of abstract presentation it was accepted as. Within the notification, the abstract submitter will also be asked to accept or decline participation in the 36th Annual Meeting. If we do not receive a response by the stated deadline, we will assume you accept and include the abstract in all publications.

SITC is monitoring the COVID-19 situation and plans to announce any decisions in early July. More information about requirements for accepted abstract presentations forthcoming.

Abstract Presentation Guidelines

Registration

The presenting author must register for the Annual Meeting to present an abstract. Submitting an abstract does not register you for the meeting. Abstract presenters do not receive complimentary registration.

Abstract Numbering

All accepted abstracts will receive an abstract poster number. Numbers are determined by:

- Abstracts are ordered by the primary abstract category (alphabetized), then primary subcategory (alphabetized) and then by the last name of the submitting author (alphabetized).
- Once assigned, abstract poster numbers cannot be changed.

Types of Abstract Presentations

Regular, Young Investigator Award and Late-Breaking Abstract Poster Presentations

Poster Hall Hours: Nov. 12 from 7 a.m.-8:30 p.m. and Nov. 13 from 7 a.m.-8:30 p.m.

Each Regular, Young Investigator Award and late-breaking abstract presenting author will be assigned to present their poster in the Poster Hall either Nov. 12, 2021, or Nov. 13, 2021, with odd numbered posters being assigned to Nov. 12, 2021 and even numbered posters being assigned to Nov. 13, 2021. Author presence is required during the lunch and evening reception times on the day they're assigned to present. In addition to the required hours, all presenting authors are also strongly encouraged to stand by their poster as much as possible during their assigned presentation day, especially during the session breaks.

Nov. 12, 2021

Odd Numbered Posters

- o Required Hours: Lunch (12:40–2:10 p.m.) and poster reception (7–8:30 p.m.)
- o Additional Hours Encouraged: Afternoon break (4:35–4:50 p.m.)

Nov. 13, 2021

• Even Numbered Posters

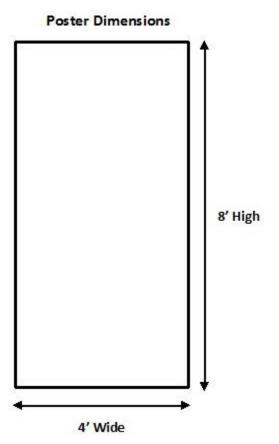
- o Required Hours: Lunch (12:30–2 p.m.) and poster reception (7–8:30 p.m.)
- Additional Hours Encouraged: Afternoon breaks (3:25–3:40 p.m.; 4:55–5:10 p.m.)

Poster Specifications: Regular, Young Investigator Award and Late-Breaking abstract maximum poster dimensions are 8' x 4' portrait (vertical) orientation. Any dimensions that do not exceed 8' x 4' portrait





orientation will be acceptable for Regular, Young Investigator Award and Late-Breaking abstract poster presentations.



ePosters

Providing your poster as an ePoster is required. Abstract ePosters will be available during SITC 2021's Virtual Poster Hall to attendees. Abstract ePosters will also be available on the SITC meeting app and the SITC virtual meeting platform for meeting attendees. Please note, everyone with an accepted abstract is required to submit an ePoster. Those who attend SITC 2021 in-person are asked to bring their physical poster to be put up in the in-person Poster Hall. SITC will not print ePosters for authors.

Oral Abstract Presentations

Oral abstract presentations are selected for each session by the session co-chairs. All regular and latebreaking abstracts chosen for oral abstract presentation will present on either Nov. 12, Nov. 13, or Nov. 14, 2021, of the 36th Annual Meeting. Oral abstract presentations are 10-minute presentations during a specific Annual Meeting session. Some may also include time for a brief question and answer session after the presentation. Exact presentation dates and times will be provided in the acceptance notifications.

The designated presenting author of all oral abstract presentations will be added to the SITC speaker management system upon confirming participation in the program to collect all required information. Oral abstract presenters will be required to submit a conflict of disclosure form, a recording permission form, a photo and a biography as well as submit presentation slides prior to the Annual Meeting.







Prior to the annual meeting, all session presenters will be contacted with the final session information so that they may communicate with the session co-chairs and other presenters. Some sessions may schedule a conference call to review the session presentations, others may communicate via email. All presenters are required to be responsive to the requests of the session co-chairs and SITC staff.

Rapid Oral Abstract Presentations

Select abstracts will also have the opportunity to give short oral presentations. Rapid oral presentations will be held during lunch from 12:55–1:55 p.m. on Nov. 13, 2021, and from 12:45–1:45 p.m. on Nov. 14, 2021. Each day there will be two concurrent sessions, one for basic science and one for clinical abstracts.

The designated presenting author of all rapid oral abstract presentations will be added to the SITC speaker management system upon confirming participation in the program to collect all required information. Rapid oral abstract presenters will be required to submit a recording permission form, a photo, biography, conflicts of interest disclosure form as well as submit presentation slides prior to the Annual Meeting.

Exact presentation dates and times will be provided in the acceptance notifications.

Prior to the Annual Meeting, all rapid oral presentations will be contacted with the final session information so they can communicate with the session moderators. All presenters are required to be responsive to the requests of the session moderators and SITC staff.

Poster Symposium

Select abstracts will have the opportunity to give short oral presentations during the Poster Symposium on Nov. 12, 2021, from 6-7 p.m.

The designated presenting author of all Poster Symposium presentations will be added to the SITC speaker management system upon confirming participation in the program to collect all required information. Poster Symposium presenters will be required to submit a recording permission form, a photo, biography, conflicts of interest disclosure form as well as submit presentation slides prior to the Annual Meeting.

Exact presentation dates and times will be provided in the acceptance notifications.

Prior to the Annual Meeting, all Poster Symposium presenters will be contacted with the final session information so they can communicate with the session moderators. All presenters are required to be responsive to the requests of the session moderators and SITC staff.

Faculty Guidelines and Information

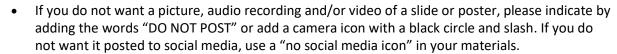
Guidelines

Please take into consideration the following guidelines when creating and presenting your talk for this educational activity. These guidelines were created to help ensure that presentations give a balanced viewpoint to learners that is free of commercial bias.

• Faculty will disclose to SITC all relevant financial relationships, and hereby allow SITC to disclose this information to learners in print.











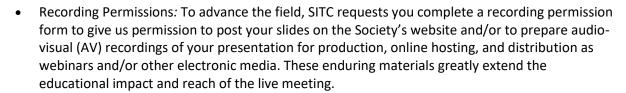
- The content and/or presentation of the information with which you are involved, including any
 presentation of therapeutic options, is expected to be well-balanced, evidence-based and
 unbiased. It will promote quality or improvements in healthcare and will not promote a specific
 proprietary business interest of a commercial interest.
- If faculty are presenting research funded by a commercial company, the information presented will be based on generally accepted scientific principles and methods, and will not promote the commercial interest of the funding company.
- If faculty have been trained or utilized by a commercial entity or its agent as a speaker (i.e., speaker's bureau) for any commercial interest, the promotional aspects of that presentation will not be included in any way with this activity.
- If faculty provide recommendations involving clinical medicine, they will be based on evidence
 that is accepted within the medical profession as adequate justification for their indications and
 contraindications in the care of patients. All scientific research relating to this activity in support
 of a patient care recommendation will conform to the generally accepted standards of
 experimental design, data collection, and analysis.
- If faculty discuss specific health care products or services, they are to use generic names to the extent possible. If necessary to mention trade names, faculty will use trade names from several different companies when available.
- If faculty discuss any product use that is off-label or investigational, they are to disclose that the use or indication in question is not currently approved by the FDA. Please state in presentations, "There will OR will not be discussion about the use of products for non-FDA approved indications in this presentation."
- Faculty have not and will not accept any additional honoraria, payments or reimbursements beyond that which has been agreed upon directly with SITC specific to this particular presentation for the SITC educational activity.
- A monitor will be attending the event to ensure that all presentations are educational, and not promotional, in nature.

Faculty Information

- Presentation Requirements: <u>All presentations must be in 16:9 aspect ratio</u>. All Faculty must also have a disclosure slide in the beginning of their presentation, even if just to state that there are no relevant disclosures to the presentation. If faculty intend to discuss any product use that is off-label or investigational, they must disclose that the use or indication in question is not currently approved by the FDA. Faculty must include the following sentence on their disclosure slide: "There will *OR* will not be discussion about the use of products for non-FDA approved indications in this presentation." Please use the 36th Annual Meeting slide template for creating your PowerPoint presentation.
- All faculty are required to submit their presentation slides by the due date that will be provided.
 Due to CME review of slides, presentations are needed before the program.













Policies

Below are the policies of the SITC abstract submission process. By submitting an abstract, you are agreeing to abide by these policies.

Abstract Embargo & Release Information Policy

Regular and Late-Breaking Abstract Titles

Titles for regular and Young Investigator Award abstracts will be available on Oct. 1, 2021, and titles for late-breaking abstracts will be available on Nov. 1, 2021, on the SITC Annual Meeting website and app. Once abstract titles are listed on the website, press releases can be issued with the titles and logistical information.

Regular and Late-Breaking Abstract Content

Full regular and late-breaking abstracts will be embargoed until 8 a.m. EST on Nov. 9, 2021. This includes content within the original abstract submitted.

Press Release Policy

Any planned press releases and media alerts must be reviewed and approved in advance by SITC Communications staff. Please provide a minimum of two business days for review. Drafts should be emailed to communications@sitcancer.org.

For press releases about abstracts released:

<u>Before 8 a.m. EST on Nov. 9, 2021:</u> Press releases can be issued with only logistical information (abstract title, author, poster number, and presentation date and time) about an abstract/poster/oral presentation.

After 8 a.m. EST on Nov. 9, 2021: Press releases can be issued with information about the content within the original abstract submitted, additional data that will be available on a poster of the abstract and/or any updated and/or new data that will be available in oral presentation at SITC's Annual Meeting.

Withdrawal & Editing Policy

The deadline for regular and young investigator award abstract withdrawal or changes, including presenter changes, is Sept. 2, 2021. The deadline for late-breaking abstract withdrawal or changes, including presenter changes, is Sept. 24, 2021. These deadlines are set in place because the abstract information is pulled for publication immediately following these dates and cannot be edited after that. If you would like to withdraw or make a change to your abstract between the submission deadline and this date, you must submit your request in writing to education@sitcancer.org. Upon receipt of your request we will make the change, if possible, and send a confirmation once the withdrawal or change has been completed.

SITC Meeting Code of Conduct

Please see the <u>SITC Meeting Code of Conduct</u> regarding policies for program participants and attendees.







SITC Privacy Policy

Please see the <u>SITC Privacy Policy</u> regarding providing your information on SITC platforms and our service providers, including the Abstract Management System provided by Planstone.

Call for Papers by Publisher

BMJ, the publisher of the Journal for ImmunoTherapy of Cancer (JITC), reserves the right to email corresponding authors of abstracts or late-breaking abstract once they are published to notify them of online publication and to invite them to submit articles to JITC.

Copyright Policy

In consideration of Publication of the abstract, I will abide by the publisher's <u>copyright policy</u> and grant SITC and their successors or assigns a <u>license</u> to publish the article and identify itself as the original publishing entity. Properly cited, SITC is granted all rights – including those now or hereafter protected by the copy right laws of the United States and all foreign countries, as well as any renewal, extension or reversion of copyright, now or hereinafter provided in any country – to any materials developed while promoting and repurposing the abstract. I also warrant that my contribution is an original work not published elsewhere, or if previously published contains significant new data, and that I have full power to grant these rights.

Encore Presentation Policy

Any abstract that has been previously accepted and/or published (by any meeting or publisher) must contain substantial new data in order to be considered. Contact education@sitcancer.org with any questions pertaining to substantial new data.