



# SETTING THE STAGE FOR COLLABORATION DECEMBER 6-9, 2018 OMNI NASHVILLE HOTEL



47TH ANNUAL MEETING OF THE AANS/CNS SECTION ON PEDIATRIC NEUROLOGICAL SURGERY

## 2018 AANS/CNS Section on Pediatric Neurological Surgery Annual Meeting Collaborative Research Proposal Guidelines and FAQs

### Meeting Date/Location:

Dec. 6-9, 2018 | Nashville

### Proposal Submission Opens:

Thursday, May 24, 2018

### Proposal Submission Deadline:

Monday, Aug. 6, 2018 at 5 p.m. CDT

## Frequently Asked Questions (FAQs)

### What is a Collaborative Research Proposal?

One new feature of the meeting this year rooted in the theme of collaboration is the opportunity to submit and present brief proposals for multicenter research. The concept behind this pilot project is to promote further research collaboration among the Pediatric Section. There is a Collaborative Research Proposal Submission Center for investigators who would like to present their multicenter collaborative study proposals to those in attendance at the 2018 AANS/CNS Section on Pediatric Neurological Surgery Annual Meeting in Nashville in order to identify potential additional collaborating centers. Topics submitted will be assigned to the appropriate scientific session. Contact information will be provided for interested individuals or centers to connect. Strict confidentiality on the part of the judges is guaranteed. We encourage you to take part in this exciting innovation and look forward to your proposals!

### How do I submit a Collaborative Research Proposal?

Visit [MyAANS.org](http://MyAANS.org) and log in. This submission site works best in Firefox browser. A free download is available [here](#). Click on *My Meetings* tab and select Abstract Corner. Select 2018 AANS/CNS Pediatric Collaborative Research Proposal button.

*AANS Members:* You can log in to the Abstract Center using your MyAANS account user name and password.

*Non-members:* If you have previously submitted an abstract, you may already have a user name and password. If you cannot remember your user name and password, [click here](#) for assistance in getting that information. For registration purposes, it is critical that you do not create a duplicate membership record.

If you are a non-member and have not used the Abstract Center before, you can [create an account here](#).

### What information is required to complete a submission?

- **Presenting Author:** Individual who is submitting the proposal and will register to attend meeting. All correspondence will be done via email with the Presenting Author. All author information fields need to be completed.
- **Title:** As an example, a properly formatted title would read: Neurosurgery Research Principles and Dynamics, not Neurosurgery research principles and dynamics.
- **Study Details:** This includes Background, Hypothesis, Study Cohort and Inclusion Criteria, Primary and Secondary outcomes, Estimated sample size and Number of centers needed, and if you have any funding. Text is limited to 1000 words.
- **Terms & Conditions and Disclosure:** Completing these items are required for each Presenting Author.

- **Review Work**
- **Submit**

**Please note:** Proposals cannot contain advertising, trade names or a product-group message. Please include generic names or terms in your proposal content. If the proposal includes trade names, names from several companies should be used — not just trade names from a single company — to present all available treatment options. If trade names or company names are included in your proposal, the AANS reserves the right to remove them to ensure all scientific content is free from commercial bias.

### **Can I edit my submission?**

- Yes, you may make any edits until the **submission deadline**. Edits would include changing the title, or other proposed study details.
- Once the review process begins, **no changes** to the submissions are allowed — **no exceptions**. Please note that any typographical or spelling errors, improperly formatted titles, etc., will **not** be edited by anyone at the AANS.
- It is the responsibility of the submitter to review and verify all work submitted. Please remember, any changes made to the proposal after it has been submitted, you must click [RESUBMIT](#).

### **When will I know if my proposal has been selected for presentation at the meeting?**

All proposal submitters will be notified by email in late September 2018 relative to their selection status.

### **If I accept the invitation, am I required to attend the 2018 AANS/CNS Section on Pediatric Neurological Surgery Annual Meeting in Nashville?**

Yes, all Presenting Authors are required to register and pay for the annual meeting. If you are unable to fulfill this obligation, then another member of the research team can be substituted by completing and submitting a [Change in Presenting Author Form](#) to [scc@aans.org](mailto:scc@aans.org) by Thursday, Nov. 8.

### **What type of presentation will I be required to make? Is there an award available?**

Chosen proposals will be presented prior to selected scientific sessions in two-minute time slots. A two-slide template will be provided to each proposal submitter. The top submission will be awarded \$2,500 to help facilitate study as well as eight hours of biostatistical support.

### **What is the review process?**

Each submission is reviewed by the Annual Meeting Program Committee.

### **Contact Information**

American Association of Neurological Surgeons  
5550 Meadowbrook Drive  
Rolling Meadows, IL 60008-3852

**Phone:** 847.378.0500 or 888.566.AANS (2267)

**Website:** [www.aans.org](http://www.aans.org)

**Email:** [abstracts@aans.org](mailto:abstracts@aans.org)