

## **2017 TEXAS ACSM CLINICAL TEACHING ABSTRACT AND CASE STUDY ABSTRACT SUBMISSION DIRECTIONS AND CHECKLIST**

**The deadline for electronic submission of your Case Study abstract or Clinical Teaching abstract is January 20, at 5:00PM CT.** Case study abstract and Clinical Teaching abstract submission formats are described below and must be submitted electronically to TACSM. **Case study** presentations may be presented in a podium, oral or poster format. **Clinical Teaching** presentations will be presented in a poster format. *You will be contacted and provided with additional format guidelines in late January if you are selected for a podium presentation. No pictures or slides need to be provided when submitting your abstract.*

### **CLINICAL TEACHING ABSTRACTS**

**Submission categories for CLINICAL TEACHING ABSTRACTS & POSTERS include: High School or Undergraduate students**

**The High School or Undergraduate Clinical Teaching Abstract & Poster should be of a common running injury or medical condition - selected from the list below:**

- Femoral Neck Stress Fracture
- Patellofemoral Syndrome
- Tibial Stress Fracture
- Plantar Fasciitis
- Jones Fracture
- Calf Strain
- Hamstring Strain
- Relative Energy Deficit in Sport (Female Triad)

**High School Category:** The High School Clinical Teaching Abstract & Poster can be submitted as an individual or as a group of up to four authors. Guidance from teacher, mentor, ATC is encouraged.

**Undergraduate Category:** Single authors only; Guidance from professor, mentor, ATC is encouraged.

**All Other Submission Categories - Graduate Student, Post-Graduate Education and Practicing Clinician - will submit CASE STUDIES. (SEE CASE STUDY GUIDELINES BELOW)**

### **CLINICAL TEACHING ABSTRACT FORMATTING**

Abstracts are limited to one typed page (see Clinical Teaching Abstract Template on the TACSM website). The abstract should be formatted using the posted template (.docx format, please type directly into the template and then save to submit) and include the following elements:

1. Descriptive Title of Project
2. Author(s) of Project: See requirements for how many authors in the instructions below
3. Institutional affiliation of all authors
4. Classification of first author (High School Student, Undergraduate Student)

The abstract should be structured into the four subsections below: **CLINICAL PRESENTATION & EXAM, ANATOMY & PATHOLOGY, DIAGNOSTIC TESTING & CONSIDERATIONS, TREATMENT & RETURN TO ACTIVITY.**

Abstracts are *not to exceed one page*, using the formatting/text size provided on the Clinical Teaching Abstract Template. If you chose to include a table or figure, remember, the abstract is limited to one page. Please note that no pictures or slides need to be provided when submitting your abstract.

**Note: Abstracts that do not adhere to these guidelines will be administratively rejected for publication and presentation.**

**Complete your submission by following the ONLINE SUBMISSION GUIDELINES below.**

## **CASE STUDY ABSTRACTS**

**Graduate Student, Post-Graduate Education and Practicing Clinician categories will submit CASE STUDIES.**

(**Graduate Students** = masters, doctoral, physical therapy, graduate athletic training or medical student; **Post-Graduate Education** = internship, resident/fellow; **Practicing Clinician** = physical therapist, athletic trainer, physician)

Case Study Abstract/Posters should be of an actual sports medicine case and submitted as an individual. Cases of particular interest include: controversial cases, common problems with uncommon presentation, uncommon problems with common presentation, or illustrative cases of common problems.

### **ABSTRACT FORMATTING**

Abstracts are limited to one typed page (see Case Study Abstract Submission Template on the TACSM website). The abstract should be formatted using the posted template (.docx format, please type directly into the template and then save to submit) and include the following elements:

1. Descriptive Title of Project
2. Author(s) of Project: See requirements for how many authors in the instructions below
3. Institutional affiliation of all authors
4. Classification of first author (High School Student, Undergraduate Student, Graduate Student, Post-Graduate Education, Practicing Clinician)

The abstract should be structured to identify the **CASE HISTORY, PHYSICAL EXAM, 3 to 5 DIFFERENTIAL DIAGNOSES, TESTS & RESULTS** (Lab, X-ray, etc.), **FINAL DIAGNOSIS, DISCUSSION, OUTCOME OF THE CASE** and **RETURN TO ACTIVITY & FURTHER FOLLOW-UP** of the case to be discussed.

Abstracts are not to exceed one page, using the formatting/text size provided on the Abstract Submission Template. If you chose to include a table or figure, remember, the abstract is limited to one page. Please note that no pictures or slides need to be provided when submitting your abstract.

**Note: Abstracts that do not adhere to these guidelines will be administratively rejected for publication and presentation.**

**Complete your submission by following the ONLINE SUBMISSION GUIDELINES and SEQUENCE below.**

### ONLINE SUBMISSION GUIDELINES

TACSM will be publishing Teaching Abstracts and Case Study Abstracts from the 2017 Annual Meeting in the International Journal of Exercise Science. Below are the steps you will need to follow to submit an abstract:

1. Direct your Web Browser to: <http://digitalcommons.wku.edu/ijesab/>.
2. Click on “Submit Article” on the right side tool bar.
3. Create an account (this is free). Note: If you created an account last year, you can use the same account.
4. Login to your account.
5. Review the Guidelines for the Submission Process and press “continue” button.
6. Accept the “Article Submission Agreement.”
7. Add Author Information (you will have to add each author separately). This is a very important step. Please be certain you have names and email addresses for EVERY author on the abstract before you move beyond this step! Proofread emails for errors before you proceed.
8. After you have entered your information, under the “type of submission” option select “**TACSM Abstract.**”
9. Upload a copy of your abstract in **MS Word format (.docx; please refer to TACSM template)**.
10. *Paste a copy of the abstract in the text box* (note: just the body, NOT the title, names, etc.)

If you encounter any problems during the submission process, please email Dr. John Smith ([john.smith@tamusa.edu](mailto:john.smith@tamusa.edu)).

***Note: All abstracts submitted for presentation will be published. There are NO exceptions to this rule. The only option is to not present if you do not want your abstract published.***

You may submit the same abstract for TACSM and National ACSM.

### ABSTRACT SUBMISSION SEQUENCE

- A. Register for the 2017 Annual Meeting. Any abstract submission where the first author is not registered for the Annual Meeting prior to January 20th, 2017 will be rejected and the author will not be allowed to present.
- B. Locate Abstract Template on the TACSM Website. You must use the TACSM Abstract Template for Case Examples and Case Studies, and the formatting supplied within it, as you construct your abstract. Use care not to change any fonts, font sizes, or spacing when you input your abstract content.

- C. Complete your abstract.
- D. Submit the abstract through the International Journal of Exercise Science web portal. See directions outlined above. Please be cautious as you complete each step to be certain you do not miss something. The TACSM is not responsible for an author's failure to proofread or include all authors on an abstract.
- E. You will receive a notice of acceptance, or a request for revisions, around 72 hours after the deadline for which you submitted the abstract.
- F. Prepare your poster using the guidelines outlined in the Fall Newsletter.
- G. You will be expected to present your poster on Friday, February 17th. Consult the meeting program for presentation times. Regardless of the time you will present, all posters should be up no later than 3:00pm on Thursday, February 16th and will remain up until the end of the meeting on Friday, February 17th.
- H. Attend the 2017 Annual Meeting – February 16 and 17, 2017 - at the **Waco Convention Center in Waco, Texas!**