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General Submission Guidelines

Submission Site: The SCMR Submission Site is a user-friendly submission portal with easy to view tasks and navigation to simplify your submission process. When you click on the link to the submission portal, the site will ask you to set up an account. The credentials for your account will allow you to review and/or edit your submissions up to the submission deadline.

Submission Categories: There are three primary categories of submissions: Cases, Abstract for Scientific Sessions and/or SCMR/ISMRM Co-Provided Workshop and Abstracts and Cases for Technologist Track. Cases are designed to be a clinical presentation of a case, followed by a brief discussion of diagnostic techniques, most important findings, and learning points from the case. Abstracts are designed to be traditional presentations of studies in which submitters review background, methods, results, and conclusions.

Submission Deadline: The SCMR2024 Submission Site will close Thursday, September 5, 2024 at 11:59 PM Eastern.

Author Commitment: Submission of an abstract constitutes a commitment by the author(s) to present if accepted. Failure to register for the meeting and present the accepted work, if not justified, will jeopardize future acceptance of abstracts by SCMR.

Number of Abstracts: There is no limit to the number of abstracts an author may submit. If an abstract is accepted, the presenter must be one of the co-authors listed. An author may present no more than two abstracts. If more than two submissions are accepted from an author, one of his/her co-authors must present any additional abstracts. If an author's name appears on more than one abstract, it must be identical on each submission.

Disclosure of Financial Relationships

Previous Presentation: Abstracts and cases w<u>ill n</u>ot be considered for presentation if they were either published as an article or previously presented at a national or international meeting prior to the date of this presentation. Please be aware that submitted abstracts will be checked against previously published abstracts and articles using automated software.

Style: Remember that your abstract and/or case will be published exactly as you submit it. Please check submissions carefully for typographical errors, author listing, misspellings, poor hyphenation, etc.

Conflict of Interest: If the research was partially or fully funded by a proprietary organization (e.g. pharmaceutical, biotech or device manufacture), you must describe the nature of the relationship. Example: "Research was funded in part by the XYZ Corporation, City, State (Country)." Please do not list any authors with the disclosure text.

Grading: Abstracts and cases are graded through a blinded review. Authors should avoid institutional references in the body of the abstracts, i.e., do not include author names and affiliations in the body portion of the abstract.

Changes: Changes to your abstract and/or case must be done by prior to the SCMR Submission Site closing on **5th September 2024 at 11:59 pm CT**. Any corrections and/or changes will not be accepted after that date. To make changes to your abstract and/or case, log in to the SCMR Submission Site with your credentials.

Withdraw Request: To withdraw your abstract / case prior to the submission deadline, log in to the CMR2024 Submission Site with your credentials. Access the submission you wish to withdraw, click on the title of your submission, and change the 'Submission Status' to withdrawn.

Submit: When you have completed your submission, you first will need to preview the submission and confirm via check box that it is valid. You may then either save your submission for later editing or submission or submit your abstract to SCMR by clicking the "Submit" button. Please click on the "Submit" button ONLY when you are sure that your submission is complete and in final form. Abstracts are not submitted to SCMR until you click the "Submit" button.

Receipt Confirmation: After you submit your abstract, you will receive an email confirmation within one business day of submitting your abstract / case. If you do not receive an email confirmation within 24 hours, email hq@scmr.org. Within the email text, please include your submission ID number and title. Please remember to check your junk mail / spam folder first.

Copyright and Publication: The submitter acts on behalf of all co-authors and in submitting an abstract, transfers to SCMR the copyright and all other rights in the material comprising the abstract if the abstract is accepted. Co-authors reserve the following: All proprietary rights other than copyright, such as patent rights; and the right to use all or part of the abstract in future works of their own. SCMR, as holder of the copyright of the accepted abstract, reserves all rights of reproduction, distribution, performance, display, and the right to create derivative works in both print and digital formats. Selected abstracts and cases will be published on an electronic media for distribution at the Annual Scientific Sessions and will be available online.

Embargo Date: January 27, 2024. Abstracts accepted for presentation at the SCMR Annual Scientific Sessions may not be presented at other meetings or published in other journals prior to this embargo date.

Meeting Proceedings: Selected abstracts and cases will be available on the conference website and mobile app as well as an electronic media for distribution.

Cases

Structure: The case should be organized as follows.

- **Description of Clinical Presentation**: A short paragraph summarizing the case.
- **Diagnostic Techniques and Their Most Important Findings**: A brief discussion of the methods and techniques used and the findings.
- Learning Points from this Case: A short paragraph summarizing the results and learning points from the case.

Character and Word Count: There is a limit of 3,000 characters (approximately 400 words) for the text of your submission. The character count includes spaces. You will be advised of your character count usage throughout the submission process as you save and move to the next step. The **character count does not** include title, authors, institutions, tables, images, and references.

Images: A maximum of three (3) images and or tables may be included. The maximum file size of each image is 1000 KB. You may upload images in .jpg, .png or .pdf formats only. Make sure that your images are of a high quality prior to inserting them in the abstract box. To insert an image, click the image icon () within the image/figure box. This will enable you to click the "browse server" button and then "upload" button to select the image you wish to upload from your computer or file system. Double click on the image to insert it into the box. When you insert the image, make sure the lock icon is selected in order to maintain the appropriate proportions. Please preview the image to be sure that the image appears correctly. Please do not put text in the box with the figure or table. There is a separate box for figure / table captions.

Tables: A maximum of two (2) tables may be included at no word count penalty. Follow the instructions in the submission site for creating tables.

Images and Tables: Please limit images and/or tables to a combined total of three (3).

Categories:

- Pediatric/Congenital Heart Disease
- Coronary Artery Disease
- Miscellaneous
- Non-ischemic Cardiomyopathies
- Cardiac Masses / Pericardial Disease
- Valvular Heart Disease

Presentation Types: Cases accepted for presentation will be assigned to one of the following session types:

- <u>Oral Presentation</u>- Live presentation with slides.
- <u>Quick Fire Cases</u>- The Quick Fire Sessions were designed to allow attendees to rapidly overview a considerable number of cases in a concentrated fashion. Presenters will present their case in 3- minute slots, highlighting the main message of the case. Immediately after the presentation, questions will take place.

Abstracts for Scientific Sessions and / or SCMR/ISMRM Co-Provided Workshop

Structure: The body of the abstract should be organized as follows:

- A brief discussion of the background.
- A brief description of the methods used.
- A brief description of the results.
- A statement of conclusions reached. Do not state simply that the results will be discussed.

Character and Word Count: There is a limit of 3,000 characters (approximately 400 words) for the text of your submission. The character count includes spaces. You will be advised of your character count usage throughout the submission process as you save and move to the next step. The **character count does not** include title, authors, institutions, tables, images, and references.

Images: A maximum of three (3) images and or tables may be included. The maximum file size of each image is 1000 KB. You may upload images in .jpg, .png or .pdf formats only. Make sure that your images are of a high quality prior to inserting them in the abstract box. To insert an image, click the image icon () within the image/figure box. This will enable you to click the "browse server" button and then "upload" button to select the image you wish to upload from your computer or file system. Double click on the image to insert it into the box. When you insert the image, make sure the lock icon is selected to maintain the appropriate proportions. Please preview the image to be sure that the image appears correctly. Please do not put text in the box with the figure or table. There is a separate box for figure / table captions.

Tables: A maximum of two (2) tables may be included at no word count penalty. Follow the instructions in the submission site for creating tables.

Images and Tables: Please limit images and/or tables to a combined total of three (3).

Categories:

- Accessible CMR
- Adult Congenital Heart Disease
- Arrhythmias
- CAD: Acute Coronary Syndromes
- CAD: Chronic Coronary Syndromes
- CAD: New Methods
- Clinical Outcome and Prognosis
- CMR Analysis (including machine learning)
- CMR Flow
- Congenital Heart Disease
- Contrast Agents
- Coronary Imaging
- Cost Effectiveness
- Fetal Cardiovascular MRI
- Image Reconstruction (including machine learning)
- Interventional Applications
- Interventional MRI Devices
- Interventional MRI Methods
- Machine Learning and Artificial Intelligence
- Metabolism, Spectroscopy, Molecular Imaging, and Hyperpolarized MRI
- Miscellaneous
- Motion Compensation

- Multi-Center Trials and Epidemiological Studies
- Multiparametric Mapping
- New Contrast Techniques
- Non-ischemic Primary and Secondary Cardiomyopathy
- Pediatric Heart Disease
- Post-Processing and Workflow
- Quantitative Perfusion
- Rapid, Efficient Imaging
- Rapid MRI
- Sustainability & CMR
- Tissue Characterization
- Valvular Heart Disease
- Vascular Disease
- Water-Fat Imaging
- Women's Heart Disease
- SCMR/ISMRM Workshop: Multinuclear
- SCMR/ISMRM Workshop: Spectroscopy and Magnetization Transfer
- SCMR/ISMRM Workshop: Emerging Myocardial and Adipose Mapping
- SCMR/ISMRM Workshop: Oxygen-Sensitive MRI and Perfusion
- SCMR-ISMRM Workshop: Diffusion

In addition to selecting a Topic Category, please also select which of the following descriptive categories best matches your presentation:

- Basic Science
- Clinical
- Translational

Format Type:

- Scientific Sessions ONLY
- SCMR/ISMRM Co-Provided Workshop ONLY
- Scientific Sessions or SCMR/ISMRM Co-Provided Workshop

Abstracts for Scientific Sessions and / or SCMR/ISMRM Co-Provided Workshop (continued)

Early Career Award: The SCMR Early Career Award is intended for clinical and basic scientists at the undergraduate, graduate, postgraduate, resident, and fellow levels working in MR research in clinical, industry, or research institutions. Applicants must have had no more than the equivalent of five years full-time postdoctoral or post-training research to qualify for the award. Abstracts will only qualify for the ECA if the applicant is the first or sole author of the abstract and has performed the majority of the work described.

- There will be three Early Career Award categories: Clinical Science, Basic Science, and Basic Translational.
- When ECA abstracts are reviewed, reviewers are asked to confirm the criteria are met. If not, abstracts will be moved to the general abstract pool.

To apply for an Early Career Award, please check yes in the Early Career Award task when submitting your abstract on the Abstract Submission Site.

Presentation Opportunities: Abstracts accepted for presentation will be assigned to one of the following session types:

- <u>Oral Abstract Session</u> Oral presentation with slides. Early career presenters are eligible for the Early Career Awards (ECA).
- <u>Rapid Fire Session</u> The Rapid Fire Sessions were designed to allow attendees to rapidly overview a considerable number of abstracts in a concentrated fashion. Presenters will present their abstracts in 3-minute slots, highlighting only the more relevant information. Immediately after the presentation, questions will take place.

Abstracts and Cases for Technologist Track

Abstracts

Structure: The body of the abstracts should be organized as follows:

- A brief discussion of the background.
- A brief description of the methods used.
- A brief description of the results.
- A statement of conclusions reached. Do not state simply that the results will be discussed.

Character and Word Count: There is a limit of 3,000 characters (approximately 400 words) for the text of your submission. The character count includes spaces. You will be advised of your character count usage throughout the submission process as you save and move to the next step. The **character count does not** include title, authors, institutions, tables, images, and references.

Images: A maximum of three (3) images and or tables may be included. The maximum file size of each image is 1000 KB. You may upload images in .jpg, .png or .pdf formats only. Make sure that your images are of a high quality prior to inserting them in the abstract box. To insert an image, click the image icon within the image/figure box. This will enable you to click the "browse server" button and then "upload" button to select the image you wish to upload from your computer or file system. Double click on the image to insert it into the box. When you insert the image, make sure the lock icon is selected to maintain the appropriate proportions. Please preview the image to be sure that the image appears correctly. Please do not put text in the box with the figure or table. There is a separate box for figure / table captions.

Tables: A maximum of two (2) tables may be included at no word count penalty. Follow the instructions in the submission site for creating tables.

Images and Tables: Please limit images and/or tables to a combined total of three (3).

<u>Cases</u>

Structure: The case should be organized as follows.

- **Description of Clinical Presentation**: A short paragraph summarizing the case.
- **Diagnostic Techniques and Their Most Important Findings**: A brief discussion of the methods and techniques used and the findings.
- Learning Points from this Case: A short paragraph summarizing the results and learning points from the case.

Character and Word Count: There is a limit of 3,000 characters (approximately 400 words) for the text of your submission. The character count includes spaces. You will be advised of your character count usage throughout the submission process as you save and move to the next step. The **character count does not** include title, authors, institutions, tables, images, and references.

Images: A maximum of three (3) images and or tables may be included. The maximum file size of each image is 1000 KB. You may upload images in .jpg, .png or .pdf formats only. Make sure that your images are of a high quality prior

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sure that the image appears correctly. Please do not put text in the box with the figure or table. There is a separate box for figure / table captions.

Tables: A maximum of two (2) tables may be included at no word count penalty. Follow the instructions in the submission site for creating tables.

Images and Tables: Please limit images and/or tables to a combined total of three (3).

Categories:

- Cases
- Research (Abstracts)

Presentation Opportunities: Abstracts accepted for presentation will be assigned to one of the following session types:

- Oral Abstract Session Oral presentation with slides.
- Oral Case Session Oral presentation with slides.