Abstract Information

ASV Members with current full-member status may submit or sponsor scientific abstracts for workshop and poster sessions at the annual meeting. The role of the sponsor of an abstract is to serve as a reviewer of the science to ensure that it is at a stage where it can be shared with the public. A current full member is one who has received notification of membership in the Society and whose payment of the 2019 membership dues has been received by the ASV Secretary-Treasurer's office. Payment of dues must be up-to-date to maintain current member status. To verify your membership status, access the online ASV Membership Directory at www.asv.org or contact the office of the ASV Secretary-Treasurer, Dr. Katherine R. Spindler:

AMERICAN SOCIETY FOR VIROLOGY
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ASV Website: www.asv.org

Non-Members, Associate Members and Student Members may submit an abstract to the annual meeting ONLY if a current full ASV member sponsors the abstract. Non-members may apply for membership in the American Society for Virology online through the ASV website (www.asv.org). New applicants for full membership status must have received an email confirmation of their acceptance to the Society and submit payment of their 2019 membership dues before they can sponsor an abstract.

Workshop Presentations: EACH MEETING PARTICIPANT MAY MAKE ONLY ONE WORKSHOP PRESENTATION. Oral presentations are limited to 12 minutes with an additional 3 minutes for discussion.

Selection of Abstracts for Workshops: All abstracts will be reviewed by scientific leaders in the field of the "#1 Topic Preference" which is to be designated by the presenter on the abstract form. Due to the large number of oral presentation requests, some requests may be assigned to the "#2 Topic Preference" for workshop presentation or assigned to a poster session.

Selection of Abstracts for Posters: Every effort will be made to assign poster abstracts to the poster session of the "#1 Topic Preference." ASV poster sessions are well attended and afford a special opportunity to present and discuss detailed data with a large number of meeting participants. When considering whether to present a poster, it should be appreciated that some research of excellent quality is best displayed as a poster, especially if complex sequence analyses, large data tables, or elaborate figures are required. Also, some projects are still developing, and a full story is not yet in hand; in such cases, a poster request might be a good

choice to solicit discussion and advice. Authors must be present at their posters during the entire length of their assigned poster session (4 pm to 6 pm).

Electronic Program and Abstracts: The ASV 2019 Scientific Program & Abstracts will be provided to all ASV members, and to non-members registered for the meeting, in an electronic format, which will be accessible by computer and mobile devices.

The online program (including abstracts) will be fully searchable (in sections and in total) and printable. It will be available to all current ASV members in good standing (2019 dues must be paid no later than June 1st) and to registered non-members one month before the meeting, although updates and corrections will continue until the meeting begins. There will also be an online itinerary planner via the computer and mobile app interface.

NOTE: You must be sure to download the program pdf to a laptop or mobile device, or print out any parts of the meeting program that you want to have with you on site. There will be no printed program materials available at the meeting.

Important Notes:
Information presented at the ASV annual meeting or contained in the electronic Scientific Program & Abstracts, or presented online may NOT be cited as a publication. This material can be cited as a personal communication only after consent of the senior author has been obtained. No photography or recording of data at the meeting is permitted.
After submission of an abstract, ASV cannot suppress or edit an abstract's content for the purpose of protecting patent rights. Authors should take into consideration the dates for online distribution of abstracts in the electronic ASV Scientific Program & Abstracts when submitting their abstracts.

Authors are only allowed to distribute or post on their own websites the title and authors of their abstract(s) once the electronic Scientific Program has been provided to current ASV members and registered meeting participants.

Abstract Submission

Electronic Submission: All abstracts for the 2019 Annual Meeting must be submitted electronically to the Federation of American Societies for Experimental Biology (FASEB) for processing, evaluation and inclusion in the online ASV 2019 electronic Scientific Program & Abstracts. Complete instructions for electronic submission protocols are provided on the abstract web site (https://meetingcenters.org/submit.aspx?meetingid=1572). To address problems with electronic submission of abstracts, please contact the FASEB Webmaster far in advance of the submission deadline at abstractsupport@asv.org or Tel: 301.634.7045 or 301.634.7042.

Abstract Deadline:
Deadline for receipt of electronic abstracts is 11:59 pm EST, Friday, February 1, 2019. Abstracts received after this date will not be included in the electronic Scientific Program & Abstracts or scheduled for presentation.

INSTRUCTIONS:

Maximum number of words for the abstract text: 300. You will not be able to proceed if you exceed the 300 word count.

Font: Use a Times Roman font, size 11 pt. (All abstracts will be standardized to one font type and size before print.)

Abstract Title: The title should be concise and informative. Avoid superfluous words such as "preliminary studies on" etc.

Authors: VERY IMPORTANT NOTE: Abstract Authorship: The first author listed in the list of authors on the abstract must be the person who will actually present the talk or poster. You will also list the email address of this first author (first = presenting author) on the submission form and s/he will receive all email notifications regarding the date, session and time of presentation.

Abstract Content: The abstract should educate the reader by clearly stating the originality of the work and its specific conclusions. It is NOT appropriate to state: "The results will be discussed." All abstracts will be reviewed by the Program Committee but will not be edited. Carefully proofread your abstract for errors.

Tables and Figures: These items are permitted in the abstract.

Abstract Presentation Preference: Check the "Presentation Preference" box on the abstract form to indicate whether you wish to present in a workshop (oral) or poster session.

IMPORTANT: Because withdrawal of an abstract greatly disrupts the continuity of the program, do not request a workshop (oral) presentation unless you are certain that you or a co-author will present the paper at the meeting. Every attempt will be made to honor your presentation preference. However, because of the large number of abstracts, not all oral presentations can be accommodated.

If an emergency arises and you must withdraw your abstract (and no co-author is able to make the presentation in your place), you must immediately notify the ASV Office via email at asv@asv.org or by telephone at 734-764-9686.