



Abstract Information

Please note that MGFA abstracts are submitted using the AANEM Abstract Portal, but they are reviewed and processed by MGFA.

MGFA Abstract Submission Requirements

- All abstract information must be submitted by **May 1**
- Abstracts must contain the following for each author: full name, city, state, and country
- The abstract title is limited to **200 characters**, including spaces
- The maximum word count for abstracts, not including the title, is **250 words**

Important Dates

March 9:	Abstract submission begins
May 1:	Abstract submission closes
June 1:	Primary authors receive email with acceptance decision
June 15:	Review/approval of edited abstracts due
August 31:	Primary author meeting registration deadline

Abstract Authors

- All abstract authors must be listed at the time of submission. Authors cannot be added after the abstract has been submitted
- There is a maximum of **15 authors** per abstract
- Primary/presenting authors are required to register for and attend the AANEM Annual Meeting to present their poster
- Only the primary author will receive communication about the abstract. It is their responsibility to share the information with co-authors
- Pharmaceutical employees can be part of the research team on an abstract, however, it is encouraged that a physician present the abstract

Abstract Publication

Abstracts accepted by the MGFA Review Committee and will be published in an issue of the *Muscle & Nerve* journal and on the AANEM website in the form of the Abstract Guide.

Abstract content cannot be changed or added to after acceptance by the committee.

Abstract Format

Abstracts should be entered in one of two formats:

- Clinical/basic science and technical research
- Case report

It is recommended that you write and edit your abstract in a document creation software, then cut and paste into the online submission form.

- No references should be cited or included in the abstract
- Images, illustrations, and references are not allowed in abstracts but can be included in posters
- Abbreviations should not be used in the title of the abstract but may be used in the text
- When using an abbreviation, spell out the full version followed by the abbreviation in parentheses
Example: amyotrophic lateral sclerosis (ALS)
- Do not submit abstracts written in all CAPS
- When referring to name-brand drugs, the generic name must be provided

Abstract Policies

Embargo Policy

Original Abstracts

Accepted abstracts are made available to the public on the AANEM website and are published in *Muscle & Nerve* in advance of the AANEM Annual Meeting. Information contained in those abstracts may not be released until the abstracts appear on the AANEM website or in *Muscle & Nerve*, whichever occurs first. AANEM requires information that goes beyond that which is contained within the abstract, e.g., discussion of the abstract done as part of a scientific presentation, is to be embargoed until the start of the Annual Meeting.

Encore Abstracts

Applications for poster or platform presentations are acceptable even if the data has been previously presented, so long as it has never been published in manuscript form prior to the meeting. Once the abstract is submitted to AANEM, no further information regarding the abstract may be released until it appears on the AANEM website or in *Muscle & Nerve*, whichever occurs first.

Late-Breaking Abstracts

AANEM & MGFA do not accept late-breaking abstracts. All abstracts must be submitted by May 1st.

Abstract Decisions

The blinded review process does not limit the number of accepted submissions by topic, disease state, or author. All abstract decisions made by the Abstract Review Committee are final.

Meeting Attendance

Abstract authors agree to register and pay for the conference as a condition of abstract submission. Primary authors are required to attend the meeting and be present with their poster during the assigned presentation times. If the person who was originally planning to attend the meeting is unable to do so, another author must be designated to take their place.

Poster Guidelines

- Poster display boards are 4 feet high by 8 feet wide; two posters will be placed per board. Posters should not exceed **42" x 48"**
- Posters may contain graphs, charts, illustrations, and references
- All author disclosures must be included on the poster
- There is no audio-visual equipment capability in the poster hall
- QR codes can be used on posters to provide additional information to attendees
- See AANEM Guidelines for Poster Sessions for more information

Poster Presentations

About a month before the meeting, you will receive an email with your assigned poster location and presentation times. All poster presenters are required to attend the Abstract Award Reception to accompany their poster and answer questions from attendees. You will also be assigned a separate presentation time.

Primary author will receive email notification of installation and removal times.

Additional Questions? Contact MGFA at mjenkins@myasthenia.org or 1-800-541-5454