PROPOSAL WORKSHEETS

All submissions must be submitted online via the ACRM Annual Conference System. If you submitted a proposal for the 2017 Annual Conference, you can use your same email and access code to login to the 2018 submission system. If you presented during the 2017 Annual Conference, you should use your speaker portal login information as your username and password. If you forgot your access code, please click the "Lost your Access Key?" button under the login details. If you did not present or submit for the 2017 Annual Conference System, please select the 'Join Now' button below to create your profile.

Additional information about the Call for Proposals including important dates may be found at:
https://acrm.org/meetings/2018-annual-conference/call-for-proposals-2018/

To facilitate your submission, use this worksheet to help you compose your answers. Type up your responses in a document and then, copy/paste your responses into the online submission form. You may copy and paste text only (no graphics) from a word processing program such as Microsoft® Word.

Worksheets

PRE-CONFERENCE INSTRUCTIONAL COURSES

	Information Requested – Instructional Courses	Instructions or Notes
1	Choose the thematic or topical area for your abstract from the list below: – Instructional Courses – Symposia – Research Papers and Posters – Systematic and Meta-Analytic Review Papers and Posters	
2	Title of Abstract	▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter in every word in the title that consists of four or more letters, including prepositions such as "with" and "from".
3	Choose the presentational form of your abstract content from the list below: – Lecture – Hands-on Workshop – Workgroups – Demonstration – Panel Discussion – Case Study Presentation – Other	▪ If you selected "Other" as a presentation type in step two, describe it concisely in the space below.
4	Focus – Training/instruction in new knowledge/skills (attendees will develop new competencies that can be applied in practice or research) – In-depth information communication/knowledge translation (course is intended primarily to impart information)	▪ Select one
5	Requested duration in hours	▪ NOTE: Courses should be 4 hours (half-day) or 8 hours (full-day). Full day courses include a 1-hour break at mid-day. Proposed course content and scope must justify the requested duration.
6	Body of Abstract	▪ Body must be 500 or fewer words in length ▪ You may copy and paste text only (no graphics) from a word processing program such as Microsoft® Word.
7	Supply abbreviated description as it will appear in the conference materials	▪ Description must be 100 or fewer words in length. ▪ Provide an abbreviated description of your proposed presentation that informs attendee expectations and attracts your target audience. This description will be used unedited in print and electronic promotional materials. Please ensure correct spelling, grammar and punctuation are used.

	Information Requested – Instructional Courses	Instructions or Notes
8	Faculty of proposed instructional course	▪ You **must** have at least 2 presenters for an instructional course.

9	Identify all participants in this Abstract and ensure all requirements are met	NOTE: The order of the participants is the order in which they will be published.
		Directions:
		1. Add participants to the table until all individual contributors to this abstract have been entered
		2. Click the participant's role entry to set or unset them as a Presenter
		3. Use the ordering buttons to set the sequence in which contributors will be listed
		4. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be "done." Click an area to update or complete it.
		    a. Actions for each presenter include:
		        – Contact Information (including professional address)
		        – ***Additional Information will be required if abstract is accepted**
		    b. If you wish to have presenters complete their own information, you may add their name, email address and presenter role. Once complete, click the blue button next to their name. They will receive an email with instructions to complete their information.
		▪ Once all contributors are "done," you may proceed

10	Course Outline - provide title, presenter, time allotment, and brief outline of each presentation.	Example Outline:
		An Introduction to Cartesian Dualism René Descartes
		15 min.
		    1. Origin of dualism
		    2. Interactionism as an alternative viewpoint
		▪ The pineal gland as the bridge between brain and mind

	Information Requested – Instructional Courses	Instructions or Notes
11	Primary content topic: – Arts & Neuroscience – Brain Injury – Cancer Rehabilitation – Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP, implementation science, program development) – Complementary Integrative Rehabilitation Medicine – Cross-Cutting – Geriatric Rehabilitation – Health Services Research – International – Lifestyle Medicine – Limb Restoration – Measurement – Military and Veterans Affairs – Neurodegenerative disease (e.g., MS, Parkinson's disease) – Neuroplasticity (includes neuroscience) – Pain – Pediatric Rehabilitation – Spinal Cord Injury – Stroke – Technology (e.g. robotics, assistive technology)	▪ Select the main topic of your presentation. If your content is broadly applicable across diagnoses or is not diagnosis specific, select "cross-cutting."
12	Secondary content topic	▪ Select the secondary content topic for your proposal.
13	Select other content topics that apply.	▪ Do not include primary or secondary content topics from above
14	"Cross-Cutting" selection (above): detail in the space below	▪
15	Learning Objectives	▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as "The learner will be able to…"
16	Key Words	▪ Authors must include 3 to 5 key words from NLM's Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)
17	Please upload your Reference List (lists of works cited)	▪ Word or PDF uploads allowed ▪ Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in you presentation
18	Agreement with the following is required for abstract submission:	

	Information Requested – Instructional Courses	Instructions or Notes
	-I understand that ACRM may choose to audio or video record my presentation and I agree to allow distribution of the recording and/or slide presentation as part of ACRM web-based programing and other activities. -I warrant that the presentation and slides are my own original work and I have obtained the owner's permission to grant this permission to ACRM.	
19	Save Abstract progress or lock and submit for review	You must click the "Save Submission" button for your Abstract to be submitted for review. If all tasks have been completed, you will then be able to submit your presentation.

SYMPOSIA

	Information Requested – Symposia	Instructions or Notes
1	Choose the thematic or topical area for your abstract from the list below: – Instructional Courses – Symposia – Research Papers and Posters – Systematic and Meta-Analytic Review Papers and Posters	
2	Title of Abstract	▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter in every word in the title that consists of four or more letters, including prepositions such as "with" and "from".
3	Choose the presentational form of your abstract content from the list below: – Lecture – Hands-on Workshop – Workgroups – Demonstration – Panel Discussion – Case Study Presentation – Other	▪ If you selected "Other" as a presentation type in step two, describe it concisely in the space below.
4	Focus – Training/instruction in new knowledge/skills (attendees will develop new competencies that can be applied in practice or research) – In-depth information communication/knowledge translation (course is intended primarily to impart information)	▪ Select one
5	Requested Duration in Minutes	▪ Symposia can be 35 minutes, 75 minutes or 150 minutes in length. Please note that the program committee will make every effort to accommodate your requested timing, but final decisions will be determined by the ACRM program committee.
6	Interest in Lighting Round Sessions	▪ Lightning Round Sessions will consist of 3-4 speakers per session, each with 18 minutes to present. The topic should be evidence based review. Examples would include systematic review, scoping review, mapping review, narrative review, etc.
7	Body of Abstract	▪ Body must be 500 or fewer words in length ▪ You may copy and paste text only (no graphics) from a word processing program such as Microsoft® Word.

8	Supply abbreviated description as it will appear in the conference materials	▪ Description must be 100 or fewer words in length. ▪ Provide an abbreviated description of your proposed presentation that informs attendee expectations and attracts your target audience. This description will be used unedited in print and electronic promotional materials. Please ensure correct spelling, grammar and punctuation are used.
9	Faculty of proposed Symposium	▪

10	Identify all participants in this Abstract and ensure all requirements are met	NOTE: The order of the participants is the order in which they will be published.
		Directions:
		5. Add participants to the table until all individual contributors to this abstract have been entered
		6. Click the participant's role entry to set or unset them as a Presenter
		7. Use the ordering buttons to set the sequence in which contributors will be listed
		8. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be "done." Click an area to update or complete it.
		    a. Actions for each presenter include:
		        – Contact Information (including professional address)
		        – ***Additional Information will be required if abstract is accepted**
		    c. If you wish to have presenters complete their own information, you may add their name, email address and presenter role. Once complete, click the blue button next to their name. They will receive an email with instructions to complete their information.
		▪ Once all contributors are "done," you may proceed

11	Course Outline - provide title, presenter, time allotment, and brief outline of each presentation.	Example Outline:
		An Introduction to Cartesian Dualism René Descartes
		15 min.
		    3. Origin of dualism
		    4. Interactionism as an alternative viewpoint
		▪ The pineal gland as the bridge between brain and mind

12	Primary content topic:
	  – Arts & Neuroscience
	  – Brain Injury
	  – Cancer Rehabilitation
	  – Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP, implementation science, program development)
	  – Complementary Integrative Rehabilitation Medicine
	  – Geriatric Rehabilitation
		▪ Select the main topic of your presentation. If your content is broadly applicable across diagnoses or is not diagnosis specific, select "cross-cutting."

	– Health Services Research – International – Lifestyle Medicine – Limb Restoration – Measurement – Military and Veterans Affairs – Neurodegenerative disease (e.g., MS, Parkinson's disease) – Neuroplasticity (includes neuroscience) – Pain – Pediatric Rehabilitation – Spinal Cord Injury – Stroke – Technology (e.g. prosthetics/orthotics, robotics, assistive technology)	
13	Secondary content topic	▪ Add a secondary content topic only if your presentation is specific to two topic areas (e.g., a presentation on stroke rehabilitation for adolescents would require selection of both "Stroke" and "Pediatric Rehabilitation" topics.)
14	Select other content topics that apply.	▪ Do not include primary or secondary content topics from above
15	"Cross-Cutting" selection (above): detail in the space below	▪
16	Learning Objectives	▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as "The learner will be able to…"
17	Key Words	▪ Authors must include 3 to 5 key words from NLM's Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)
18	Please upload your Reference List (lists of works cited)	▪ Word or PDF uploads allowed ▪ Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in you presentation
19	Agreement with the following is required for abstract submission: -I understand that ACRM may choose to audio or video record my presentation and I agree to allow distribution of the recording and/or slide presentation as part of ACRM web-based programing and other activities.	

	-I warrant that the presentation and slides are my own original work and I have obtained the owner's permission to grant this permission to ACRM.	
20	Save Abstract progress or lock and submit for review	You must click the "Save Submission" button for your Abstract to be submitted for review. If all tasks have been completed, you will then be able to submit your presentation.

RESEARCH PAPERS AND POSTERS

	Information Requested – Research Papers and Posters	Instructions or Notes

1	Choose the thematic or topical area for your abstract from the list below:
	   – Instructional Courses
	   – Symposia
	   – Research Papers and Posters
	   – Systematic and Meta-Analytic Review Papers and Posters	

2	Choose the presentational form of your abstract content from the list below:
	   – Poster
	   – Oral Presentation
	   – Either Oral Presentation or Poster
		▪ Click to view the Instructions for Authors for Structured Abstracts in the Archives of PM&R for more information (http://www.acrm.org/wp-content/uploads/pdf/instructions_for_structured_abstracts.pdf)

3	Title of Abstract	▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter in every word in the title that consists of four or more letters, including prepositions such as "with" and "from".
4	**The total of the next eight fields must not exceed 275 words** **(Research Objectives, Design, Setting, Participants, Interventions, Main Outcome Measure(s), Results, Conclusions)** For posters, if your abstract is accepted, you can expand the explanations on the actual poster (and use graphics), but to submit an abstract now, there is a strict word limit.	
5	Research Objectives	▪ Begin with a clear, concise statement of the precise objectives. ▪ Objectives begin with the word "To" (e.g., To investigate the …). ▪ If more than 1 objective is addressed, the main objective should be indicated and only key secondary objectives stated. ▪ If an a priori hypothesis was tested, it should be stated. ▪ Do not type or include the header "Research Objective(s)" in the box.

	Information Requested – Research Papers and Posters	Instructions or Notes
6	Design	▪ Describe the basic study design. State the duration of follow-up, if any. As many of the following terms as apply should be used: – Intervention studies: randomized controlled trial; nonrandomized controlled trial; double-blind; placebo control; crossover trial; and/or before-after trial. – For studies of screening and diagnostic tests: criterion standard (i.e., a widely accepted standard with which a new or alternative test is being compared; this term is preferred to gold standard); and/or blinded or masked comparison. – For studies of prognosis: inception cohort (subjects assembled at a similar and early time in the course of the disorder and followed thereafter); cohort (subjects followed forward in time, but not necessarily from a common starting point); and/or validation cohort or validation sample of the study involves the modeling of clinical predictions. – For studies of causation: randomized controlled trial; cohort; case control; and/or survey (preferred to "cross-sectional study"). – For descriptions of the clinical features of medical disorders: survey; and/or case series. – For studies that include a formal economic evaluation: cost-effectiveness analysis; cost-utility analysis; and/or cost-benefit analysis. For new analyses of existing data sets, the data set should be named and the basic study design disclosed. ▪ Do not type or include the header "Design" in the box.
7	Setting	▪ Describe the study setting(s). Of particular import is whether the setting is the general community, a primary care or referral center, private or institutional practice, or ambulatory or hospitalized care. ▪ Do not type or include the header "Setting" in the box.
8	Participants	▪ Describe the selection and number of the observational or experimental subjects (patients or experimental animals, including controls) clearly. ▪ Discuss eligibility of experimental subjects. ▪ Give details about randomization (random, population-based, referred, consecutive, volunteer or convenience). ▪ Use Indicate protocol and accord with the ethical standards and guidelines for human subjects or laboratory animals. ▪ Do not type or include the header "Participants" in the box.

	Information Requested – Research Papers and Posters	Instructions or Notes
9	Interventions	▪ Describe the essential features of all interventions, including their method and duration of administration. The intervention should be identified by its most common clinical name (e.g., the generic term chlorthalidone). ▪ Common synonyms should be given as well to facilitate electronic textword searching. This includes the brand name of a drug if a specific product was studied. ▪ NOTE: If the study does not contain any interventions, then the following form should be used: Not applicable. ▪ Do not type or include the header "Interventions" in the box.
10	Main Outcome Measure(s)	▪ State the intended or primary study outcome measurement(s) as planned before data collection began. If the study does not emphasize the main planned outcomes of a study, state this fact and indicate the reason. If the hypothesis being reported was formulated during or after data collection, state this information clearly. ▪ Do not type or include the header "Main Outcome Measure" in the box.
11	Results	▪ Results MUST be included; do not submit if results are pending. ▪ Provide the main study results in a narrative, logical sequence giving the main or most important findings first. ▪ If data are summarized in this section, specify the statistical methods used to analyze them. ▪ Describe the success of any blinding of observations. Report treatment complications. Give numbers of observations. Report losses to observation (i.e., dropouts from a clinical trial). ▪ Emphasize or summarize only important observations. ▪ Do not type or include the header "Results" in the box.
12	Conclusions	▪ Conclusions must be directly supported by the evidence reported. Avoid speculation and overgeneralization, and indicate whether additional study is required before the information should be used in usual clinical settings. ▪ Do not type or include the header "Conclusions" in the box.
13	Author(s) Disclosures	▪ All authors listed on the abstract are required to declare any conflicts or lack thereof. Disclosure should include any relationship that may bias an author(s) presentation or that, if known, could give the perception of bias. The intent of this disclosure is not to prevent a speaker from making a presentation or an author(s) from presenting a poster. This policy allows the listener/attendee to be fully knowledgeable in evaluating the information being presented.
14	Authors	▪

Information Requested – Research Papers and Posters	Instructions or Notes

15	Identify all participants in this Abstract and ensure all requirements are met	NOTE: The order of the participants is the order in which they will be published.
		Directions:
		9. Add participants to the table until all individual contributors to this abstract have been entered
		10. Click the participant's role entry to set or unset them as a Presenter
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		12. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be "done." Click an area to update or complete it.
		    a. Actions for each presenter include:
		      – Contact Information (including professional address)
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		▪ Once all contributors are "done," you may proceed

	Information Requested – Research Papers and Posters	Instructions or Notes
16	Primary content topic: – Arts & Neuroscience – Brain Injury – Cancer Rehabilitation – Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP, implementation science, program development) – Complementary Integrative Rehabilitation Medicine – Geriatric Rehabilitation – Health Services Research – International – Lifestyle Medicine – Limb Restoration – Measurement – Military and Veterans Affairs – Neurodegenerative disease (e.g., MS, Parkinson's disease) – Neuroplasticity (includes neuroscience) – Pain – Pediatric Rehabilitation – Spinal Cord Injury – Stroke – Technology (e.g. prosthetics/orthotics, robotics, assistive technology) Other (specify below)	▪ Select the main topic of your presentation. If your content is broadly applicable across diagnoses or is not diagnosis specific, select "cross-cutting."
17	Secondary content topic	▪ Add a secondary content topic only if your presentation is specific to two topic areas (e.g., a presentation on stroke rehabilitation for adolescents would require selection of both "Stroke" and "Pediatric Rehabilitation" topics.) ▪
18	Select other content topics that apply.	▪ Do not include primary or secondary content topics from above
19	"Other" selection (above): detail in the space below	▪
20	Learning Objectives	▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as "The learner will be able to…"
21	Key Words	▪ Authors must include 3 to 5 key words from NLM's Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)

	Information Requested – Research Papers and Posters	Instructions or Notes
22	Please upload your Reference List (lists of works cited)	▪ Word or PDF uploads allowed ▪ Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in your presentation
23	Agreement with the following is required for abstract submission: -I understand that ACRM may choose to audio or video record my presentation and I agree to allow distribution of the recording and/or slide presentation as part of ACRM web-based programing and other activities. -I warrant that the presentation and slides are my own original work and I have obtained the owner's permission to grant this permission to ACRM.	
24	Save Abstract progress or lock and submit for review	You must click the "Save" button for your Abstract to be submitted for review. If all tasks have been completed, you will then be able to submit your presentation.

SYSTEMATIC AND META-ANALYTIC REVIEW PAPERS AND POSTERS

	Information Requested - Systematic and Meta-analytic Review Papers and Posters	Instructions or Notes
1	Choose the thematic or topical area for your abstract from the list below: – Instructional Courses – Symposia – Research Papers and Posters – Systematic and Meta-Analytic Review Papers and Posters	
2	Choose the presentational form of your abstract content from the list below: ▪ Poster ▪ Oral Presentation ▪ Either Oral Presentation or Poster	▪ Click to view the Instructions for Authors for Structured Abstracts in the Archives of PM&R for more information (http://www.acrm.org/wp-content/uploads/pdf/instructions_for_structured_abstracts.pdf)
3	Title of Abstract	▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter in every word in the title that consists of four or more letters, including prepositions such as "with" and "from".
4	**The total of the next six fields must not exceed 275 words.** **(Objectives, Data Sources, Study Selection, Data Extraction, Data Synthesis, Conclusions)** For posters, if your abstract is accepted, you can expand the explanations on the actual poster (and use graphics), but to submit an abstract now, there is a strict word limit.	
5	Objective(s)	▪ Begin with a precise statement (e.g., To investigate the...) of the primary objective of the review. ▪ The focus should be guided by whether the review emphasizes factors such as cause and diagnosis, prognosis, therapy, or prevention. It should include information about the specific population, intervention or exposure, and test or outcome being reviewed. ▪ Do not type or include the header "Objective(s)" in the box.
6	Data Sources	▪ Succinctly summarize data sources, including any time restrictions. Potential sources include experts or research institutions active in the field, computerized databases and published indexes, registries, abstract booklets, conference proceedings, references identified from bibliographies of pertinent articles and books, and companies or manufacturers of tests or agents being reviewed. ▪ If a bibliographic database is used, state the exact indexing terms used for article retrieval, including any constraints (e.g., English language or human). ▪ Do not type or include the header "Data Sources" in the box.

	Information Requested - Systematic and Meta-analytic Review Papers and Posters	Instructions or Notes
7	Study Selection	▪ Describe the criteria used to select studies for detailed review from among studies identified as relevant to the topic. Details of selection should include particular populations, interventions, outcomes, or methodologic designs. ▪ Specify the method used to apply these criteria (e.g., blind review, consensus, or multiple reviewers). State the proportion of initially identified studies that met selection criteria. ▪ Do not type or include the header "Study Selection" in the box.
8	Data Extraction	▪ Describe the guidelines used for abstracting data and assessing data quality and validity (e.g., criteria for causal inference). ▪ State the method by which the guidelines were applied (e.g., independent extraction by multiple observers). ▪ Do not type or include the header "Data Extraction" in the box.
9	Data Synthesis	▪ State the main results of the review, whether qualitative or quantitative. Outline the methods used to obtain these results. Meta-analyses should state the major outcomes that were pooled and include odds ratios or effect sizes, and, if possible, sensitivity analyses. ▪ Numerical results should be accompanied by CIs, if applicable, and exact levels of statistical significance. Evaluations of screening and diagnostic tests should address issues of sensitivity, specificity, likelihood ratios, receiver operating characteristic curves, and predictive values. ▪ Assessments of prognosis could include summaries of survival characteristics and related variables. State the major identified sources of variation between studies, for example, differences in treatment protocols, cointerventions, confounders, outcome measures ▪ Do not type or include the header "Data Synthesis" in the box.
10	Conclusions	▪ State the conclusions and their applications clearly, limiting generalization to the domain of the review. Suggest directions for new studies. ▪ Do not type or include the header "Conclusions" in the box.
11	Author(s) Disclosures	▪ All authors listed on the abstract are required to declare any conflicts or lack thereof. Disclosure should include any relationship that may bias an author(s) presentation or that, if known, could give the perception of bias. The intent of this disclosure is not to prevent a speaker from making a presentation or an author(s) from presenting a poster. This policy allows the listener/attendee to be fully knowledgeable in evaluating the information being presented.

	Information Requested - Systematic and Meta-analytic Review Papers and Posters	Instructions or Notes
12	Identify all participants in this Abstract and ensure all requirements are met	NOTE: The order of the participants is the order in which they will be published. Directions: 13. Add participants to the table until all individual contributors to this abstract have been entered 14. Click the participant's role entry to set or unset them as a Presenter 15. Use the ordering buttons to set the sequence in which contributors will be listed 16. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be "done." Click an area to update or complete it. a. Actions for each presenter include: – Contact Information (including professional address) – *Additional Information will be required if abstract is accepted e. If you wish to have presenters complete their own information, you may add their name, email address and presenter role. Once complete, click the blue button next to their name. They will receive an email with instructions to complete their information. Once all contributors are "done," you may proceed

	Information Requested - Systematic and Meta-analytic Review Papers and Posters	Instructions or Notes
13	Primary content topic: – Arts & Neuroscience – Brain Injury – Cancer Rehabilitation – Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP, implementation science, program development) – Complementary Integrative Rehabilitation Medicine – Geriatric Rehabilitation – Health Services Research – International – Lifestyle Medicine – Limb Restoration – Measurement – Military and Veterans Affairs – Neurodegenerative disease (e.g., MS, Parkinson's disease) – Neuroplasticity (includes neuroscience) – Pain – Pediatric Rehabilitation – Spinal Cord Injury – Stroke – Technology (e.g. prosthetics/orthotics, robotics, assistive technology) Other (specify below)	▪ Select the main topic of your presentation. If your content is broadly applicable across diagnoses or is not diagnosis specific, select "cross-cutting."
14	Secondary content topic	▪ Add a secondary content topic only if your presentation is specific to two topic areas (e.g., a presentation on stroke rehabilitation for adolescents would require selection of both "Stroke" and "Pediatric Rehabilitation" topics.) ▪
15	Select other content topics that apply.	▪ Do not include primary or secondary content topics from above
16	"Other" selection (above): detail in the space below	▪
17	Learning Objectives	▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as "The learner will be able to…"
18	Key Words	▪ Authors must include 3 to 5 key words from NLM's Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)

	Information Requested - Systematic and Meta-analytic Review Papers and Posters	Instructions or Notes
19	Please upload your Reference List (lists of works cited)	- Word or PDF uploads allowed - Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in your presentation •
20	Agreement with the following is required for abstract submission: -I understand that ACRM may choose to audio or video record my presentation and I agree to allow distribution of the recording and/or slide presentation as part of ACRM web-based programing and other activities. -I warrant that the presentation and slides are my own original work and I have obtained the owner's permission to grant this permission to ACRM.	•
21	Save Abstract progress or lock and submit for review	You must click the "Save" button for your Abstract to be submitted for review. If all tasks have been completed, you will then be able to submit your presentation.