

AAFS Abstract Submission FAQ

Last updated: 5/12/2023

General

- How to I submit an abstract for consideration?
Abstracts are submitted through our new abstracts submission platform, Cadmium Scorecard. To access, login to your AAFS Account Portal (<https://accounts.aafs.org/sign-in/>) and click the link for submitting an abstract on the right side menu of your account page.
- May I submit more than one abstract for consideration?
Absolutely. You may submit as many abstracts as you'd like in any of the available presentation categories.
- I've already submitted an abstract proposal, but I need to correct some information or update an author/speaker. Can I do that?
Absolutely. Simply log back into the submission platform through the link on your AAFS account page, and you will be able to go back into any of your submissions to make corrections or updates. Please note that all submissions and updates MUST be completed by August 1, 2022. Access to the platform will be deactivated after that date.
- Can I withdraw a previously submitted abstract?
Yes. Navigate to your abstract list, and select the relevant abstract by clicking the title. Once you've been taken to the Task List page, click on the title of the abstract again, and change the "Abstract Status" dropdown to "Withdrawn."

Logging In

- Am I able to submit/login without an AAFS website account?
No. Your submission will be directly tied to your AAFS website account.
- What if I have multiple AAFS accounts, or my profile is showing incorrect information (such as showing non-member if I'm a member)?
If you are having difficulties accessing the correct account, please reach out to AAFS (membership@aafs.org) for us to assist.

Authors

- May I submit on behalf of other authors?
*You may, but it is preferred that the **primary presenting author** of each session or workshop proposal submit for that proposal. For co-authors/co-presenters, you will be able to add in their information, or you will have the option to send them a special link for them to submit their own information needed to complete your proposal.*
- Do I need to include all authors?
Yes. All associated authors and presenters must be included in your abstract proposal.
- Do all authors need to submit their CV?
Yes. As part of our ongoing commitment to continuing education, all authors and presenters are

required to submit their CV as part of the submission process. Failure to provide this documentation will prevent your submission from being complete.

My question isn't listed here. Who can I reach out to?

For additional questions or assistance, please contact education@aafs.org or call 719-636-1100.