

## Abstract Submissions

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### Information for Authors

The ScholarOne Abstract website will be managing our abstract submissions this year. The ScholarOne site will be available for submissions beginning Wednesday, September 16, 2009. To facilitate reviews and scheduling, all abstracts will be submitted via the website. Click here for detailed submission instructions and click here for the link to the ScholarOne website.  
<http://spr2010.abstractcentral.com/>

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### Deadline for Submission

The online abstract submission site is open as of Wednesday, September 16, 2009. Submission deadline is Monday, October 26, 2009.  
Presenting Author Acceptance notifications will be e-mailed in mid-March 2010.  
Presenting Author Schedule notifications will be e-mailed mid-April 2010.  
The complete schedule will be available mid-April 2009.

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### Author Instructions

Please note that abstract text cannot exceed approximately 400 words, or 2800 characters including spaces.

Abstracts to SPR should focus on the special and general conference themes of the SPR Annual Meeting and may consist of reports of empirical findings, discussions of theoretical, conceptual or methodological issues, and presentations of innovative work in the field of prevention science. Research conducted at all phases of the prevention research cycle are welcomed, including studies of epidemiology, etiology, preventive intervention trials, demonstration projects, policy research, natural experiments, program evaluations, clinical trials, prevention-related basic research, pre-intervention studies, efficacy and effectiveness trials, population trials, and studies of the diffusion/dissemination of science-based prevention.

Researchers, practitioners, and advocates within all content areas of public health, education, human services, criminal justice, and medical science that focus on preventive behavioral interventions, prophylactics, or health policy strategies are welcome to submit on relevant topics, including, but not limited to health promotion, maternal health, infant and child health, mental health/mental disorders, family conflict, substance abuse and addiction (alcohol, tobacco, illicit drugs), suicide, violence, delinquency, crime, academic failure, dropping-out of school, cardiovascular disease, cancer, HIV/AIDS and other sexually transmitted disease, unintended pregnancy, unemployment, occupation safety, auto accidents, unintended injury, poverty, welfare, and managed care.

Further, SPR strongly encourages submissions by early career prevention scientists, including graduate students, post-doctoral fellows, and researchers who have recently begun to work independently.

One of SPR's missions is to facilitate the development of more junior prevention scientists. We encourage senior researchers to collaborate with early career researchers and submit linked abstracts for presentations on specific themes or individual projects. These need not be limited to organized paper or poster forum presentations.

Given the limited time and rooms for oral presentations, we are especially interested in organized paper symposia and poster forums that include authors from a variety of research groups and from more than one project. The Program Committee also encourages organized paper symposia and poster forums consisting of several authors from single research studies, such as multi-site and/or longitudinal studies.

We encourage submissions of organized poster forums. The organized poster forum combines the individual interactions of a poster presentation and the extended group discussion opportunities of an organized symposium.

We encourage authors to consider submitting an individual poster presentation. We seek broad participation in the conference, and many individual poster presentations can be accommodated. We will again combine the NIDA International SPR Poster Session and the two evening poster sessions with receptions to enhance camaraderie.

Please note that all submissions must be in English as all presentations will be in English.

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## Abstract Types

### Individual Paper Presentation

Abstracts of individual research papers may be submitted for a 15-20 minute oral presentation. A maximum of three individual papers will be grouped together based on a theme within a 90-minute concurrent session. A volunteer chair will facilitate an extended period of open discussion following the three oral paper presentations.

### Individual Poster Presentation

Poster displays allow presenters to discuss their research with interested colleagues during a two-hour block of time. The poster sessions will be held in the early evening along with a reception, and will not compete with any other sessions. Please note there is a separate NIDA International Poster Session.

### Organized Paper Symposium

An organized paper symposium provides for multiple oral research presentations to be made on a single theme involving a brief introduction by the chair, 3 (maximum) presenters, with one discussant (encouraged, though optional) and open discussion from the floor. Presenters have 15 minutes to present the core content and the discussant has 15 minutes to comment upon the presentations with 30 minutes reserved for interactive discussion, facilitated by the chair, between the presenters and the session audience. An abstract should be submitted that describes the overall symposium, and separate abstracts should be submitted for each proposed presentation (that is, 4 abstracts should be submitted for a symposium with 3 presenters). **This year, using the ScholarOne online abstract submission system, it is most efficient to have one person submit all components of the organized paper symposium.**

### Organized Poster Forum

An organized poster forum provides for multiple, 4-8 (maximum), poster research presentations to be made on a single theme. Posters will be displayed for a 45-minute period allowing time for

presenters to individually discuss their research with the session audience as they move through the posters. 15 minutes is allocated for comments from a discussant (encouraged, though optional) and 30 to 45 minutes (if no discussant) of general discussion, moderated by the chair, between the presenters and the session audience. **This year, using the ScholarOne online abstract submission system, it is most efficient to have one person submit all components of the organized paper symposium.**

#### Roundtable Discussion/Scientific Dialogue

A roundtable discussion/scientific dialogue (RD/SD) does not present research findings, but rather addresses an area or issue of fundamental importance to the field, in a format that encourages a lively exchange of different points of views. Examples include training and funding opportunities in prevention, priorities in prevention, and advocacy for the use of scientific approaches to prevention. The RD/SD chair and the panel of 3-6 discussants often include members/people outside the research community. The 90-minute RD/SD should include a brief introduction clearly outlining the issues presented by the chair followed by each of the discussants elaborating on their different viewpoints and perspectives on the issue. Then the chair facilitates extended open discussion with the session audience and the discussants. The RD/SD abstract submission should include only one abstract (unlike an organized symposium), which should include the names of the chair and the discussants, an outline of the issue and varying viewpoints and indicate which discussant will be elaborating on each viewpoint.

#### Technology Demonstration

Abstracts are encouraged that describe prevention-related technology and science-based prevention program materials. A technology demonstration session will be presented during the conference for "hands-on" presentations of technology, such as statistical analysis programs, data collection instruments and techniques, literature search techniques, or science-based prevention curricula. The technology demonstration session will be held in the early evening along with a reception concurrently with the poster sessions.

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## Author Roles

All persons associated with an abstract submission shall be included in the abstract author information. Please select author roles carefully. To maximize participation in oral presentations a limit on a Presenting Author's abstract submissions has been instituted. Oral presentations are limited to TWO per person, therefore when inviting your presenters for an organized symposium, confirm that they have not already committed to more than one other organized symposium presentation, an individual oral presentation, or a poster forum presentation. Chairing a symposium or being a discussant does not count as an oral presentation.

**Entered By** – This individual is responsible for accurate entering of all abstract information and may or may not be an author or presenter. There is a minimum and maximum of one "Entered By."

**Primary Author** – This individual is the primary author of the abstract and/or research paper. The primary author may or may not be a presenting author and may or may not attend the meeting. There is a minimum and maximum of one "Primary Author."

**Presenting Author** – This individual is the presenter for oral (both individual papers or within an organized symposium) and poster presentations and technology demonstrations. This individual must attend the meeting. There is a minimum and maximum of one "Presenting Author." A presenting author is limited to TWO oral presentations in the meeting.

Co-Author – This individual(s) is a co-author on the abstract and/or research paper. Co-authors may or may not attend the meeting. There is no minimum or maximum requirement for “Co-Authors.”

Chair – This individual organizes the symposium, roundtable/scientific discussion or poster forum. The chair is responsible for coordinating the presenters' abstracts, selecting the theme for the submission and that the presenters and discussant attend the meeting. The Chair acts as moderator to ensure presenters keep to the 15-minute time limit and to facilitate the open discussion segment of the session. The Chair must attend the meeting. There is a minimum and maximum of one Chair for an organized symposium, roundtable/scientific dialogue and poster forum.

Discussant – This is an optional role in organized symposia and a role in roundtable discussions/scientific dialogues. Discussants are not expected to give presentations. In an organized symposium a discussant's role/goal is to identify common themes among the presentations, clarify the “big-picture,” and integrate the research presentations. In a roundtable/scientific discussion a discussant's role is to elaborate on varying perspectives within the specified area or issue. Discussants are not limited to the number of organized symposia or roundtable/scientific dialogues in which they participate.

Note to all Presenting Authors, Chairs and Discussants – If your abstract(s) and session(s) are accepted you are required to register for the meeting.

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## Basic ScholarOne Abstract Submission Rules

The direct URL for the Society for Prevention (SPR) ScholarOne abstract submission site is <http://spr2010.abstractcentral.com/>. When you are on the ScholarOne site each abstract submission step has its own set of instructions displayed.

It is important to note that throughout the abstract submission process you MUST press the "Save and Continue" button at the bottom of the page.

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## Step by Step Abstract Submission Guidelines

The direct URL is <http://spr2010.abstractcentral.com/>

Create your ScholarOne user account. Click on the link “Create an Account”. Remember to save your user name and password.

After you log in, you will be taken to the Welcome Page.

Next select the “Submission” top menu tab.

Next select the radio button for the abstract type to either create a new abstract for the submission process or to edit an abstract that you've already started. Then click “Go” at the bottom of the page.

On the next "Submission" page you can either "View Submissions" or "Create a new submission". You can view submissions (within that abstract type) or create a new submission. To navigate between "Abstract Types" you must click on the top menu tab "Submissions" and click on the radio button for another abstract type.

The "View Submissions", lists the abstracts you have created for that abstract type. This page will be blank (you will not see any abstracts associated with your name) when you log in for the first time. Completed submissions are listed on the top part of the page. Submissions still in draft are listed on the bottom of the page. After you have successfully submitted your abstract(s), please make sure to delete any unnecessary drafts.

If you are creating a new submission or editing an existing submission the submission steps are listed on the left-hand side of the screen, and they will automatically be checked off as you complete each step of the submission process. You can go to any step by clicking on it.

### **INDIVIDUAL PAPER, POSTER, TECHNOLOGY DEMONSTRATIONS AND ROUNDTABLE DISCUSSIONS FOLLOW STEPS 1-7 DESCRIBED BELOW**

### **ORGANIZED PAPER SYMPOSIUM AND ORGANIZED POSTER FORUM HAVE AN ADDITIONAL STEP. YOU WILL BE ASKED TO ENTER THE SESSION TITLE.**

#### **Step 1: Title and Body**

Type or copy-and-paste the title and body of your abstract into the boxes below. Please note that if you copy and paste from a word processing software, such as Microsoft Word, any formatting you have done to your document (bolding, italicizing your text) will be lost!

**Note:** In order to copy and paste the text of your abstract, you may need to use keyboard shortcuts.

- To copy text from the text boxes, press CTRL+C (APPLE+C on a Macintosh).
- To paste text into the text boxes, press CTRL+V (APPLE+V on a Macintosh).
- Enter the title in Title Case. Do NOT put the title in quotation marks and do NOT make the title all caps.
- **Special Characters:** In most cases, Greek letters and other special characters will transfer from your word processing software. The Special Character Palette is available if you need a special character that you are unable to find in your word processor.
- There is a limit of **2,800** characters, including spaces, for the text of your submission. Authors and institutions will not be counted.
- Press the "**Save**" button at any time to review character usage for this submission.

#### **Step 2: Submission Rules**

This is general information about the submission process. You must read them and check off the box at the bottom of the page before you can continue.

#### **Step 3: Presentation Type (Category)/Theme**

Abstract Type: In this step you confirm your presentation type i.e. abstract type: individual paper, individual poster, technology demonstration, organized paper symposium or a paper within an organized paper symposium, organized poster forum or a poster within an organized poster forum or a round table discussion.

Abstract Theme: You will also select your theme in this step. Please consider the theme carefully. Your abstract will be reviewed, accepted for presentation and grouped with like thematic presentations. For organized paper symposium or organized poster forums ALL papers or posters within these sessions must have the same theme.

There is also an informational section on AV equipment

In this step is also the opportunity for an author who is submitting an individual paper or a paper within an organized paper symposium to indicate that if your paper cannot be scheduled as a paper due to the limitations of meeting time and space would you be willing to make a poster presentation.

#### **Step 4: Awards**

If submitting an individual poster and if you are a student you may indicate if you would like to take part in the ECPN Student Poster Contest.

#### **Step 5: Institutional Affiliation**

- **Institutional affiliations are entered prior to adding authors.**
- Enter all institutions with which your authors are affiliated.
- Enter each institution only once. For example, if there are 5 authors, 3 of whom are from one institution and 2 of whom are from another, you will enter 2 institutions, not 5. However, if there are 2 or more departments at the same institution represented, they should be entered separately.
- **On the next screen, you can associate your authors with their respective institutions.**
- Enter the information requested in the "**Add an Affiliation**" box below, then press "**Add**".
- To edit an affiliation you have already added, click on the **Edit** icon and make your changes.

#### **Step 6: Author Identification:**

Identify authors for each submission.

- To create a list of authors for this submission, click the "**Add Author**" button below. In the resulting window, enter the required information. Do not enter a period after initials. Click "**Save**" after entering each one.
- Associate each author with their respective institutions by entering the appropriate reference number from the drop down boxes to the **right** of each name. Reference numbers can be found under the **Affiliations** list above the add author section.
- All persons associated with an abstract submission shall be included in the abstract author information. Please select author roles carefully. Oral presentations are limited to TWO per person, which includes individual papers and presenting authors within an organized paper symposium. Serving as chair or as a discussant in an organized paper symposium does not count as an oral presentation. There are no limits to poster presentations including posters within an organized poster forum.
- **Entered By** - This individual is responsible for accurate entering of all abstract information and may or may not be an author or presenter. There is a minimum and maximum of one "Entered By."
- **Primary Author** - This individual is the primary author of the abstract and/or research paper. The primary author may or may not be a presenting author and may or may not

attend the meeting. There is a minimum and maximum of one "Primary Author." By default, the "Entered By" author is the Primary author - you may leave it defaulted this way, as this role has no bearing on abstract authors.

- **Presenter** - This individual is the presenter for oral (both individual papers within an organized paper symposia and organized poster forums) and poster presentations and technology demonstrations. This individual must attend the meeting. There is a minimum and maximum of one "Presenting Author." A presenting author is limited to TWO oral presentations in the meeting.
- **Co-Author** - This individual(s) is a co-author on the abstract and/or research paper. Co-authors may or may not attend the meeting. There is no minimum or maximum requirement for "Co-Authors."
- When you have finished entering all authors YOU MUST put them in the order they should appear on the abstract in the final program. Use the drop-down boxes in the far left column of the list to do this. Failure to properly order the authors will result in them being incorrectly listed when the submission is published. After you have reordered the authors, click the "Save" button at the bottom of the list.

### **Conflict of Interest**

The goals of the Society for Prevention Research (SPR) are to promote the advancement of science-based prevention programs and policies through empirical research. The Society has a fundamental interest in ensuring that its educational programs and service activities are consistent with these goals. The purpose of this Disclosure Statement is to ask prospective participants in SPR activities to consider whether or not they may have a conflict of interest, financial or otherwise, that may compromise or appear to compromise the objectivity or unbiased nature of their presentations.

Such conflicts of interest may arise out of commitments involving honoraria, consultant relationships, participation in a speakers' bureau, stock holdings or options, royalties, ownership of a company or patent, research contracts or grants, and, in some instances, being an official representative of another organization. (For more information go to SPR website: <http://www.preventionresearch.org>.)

All presenters at SPR-sponsored meetings will complete the Conflict of Interest Disclosure Statement form. Any conflict of interest should also be announced verbally or in writing (slide, poster, etc.) during presentation at the SPR meeting or activity. You will be asked to indicate if you have a potential conflict of interest that creates, or may be perceived as creating, a conflict related to this activity. If you reply "yes" there is a drop-down menu for you to describe that conflict.

### **Step 7 Proof and Submit**

- If you have no errors or omissions in your abstract a "**Submit**" button will appear at the end of the proof.
- If the Error Box appears you must correct all errors before the abstract can be submitted. Once the errors have been resolved the "**Submit**" button will appear.
- **Please carefully proofread each portion of your abstract.** Be particularly careful to make sure your Category selection(s) are correct, that the authors are in the proper order and associated with the correct institution(s), that Special Characters are displayed in the proper places, and that there are no typographical errors in the text of the title and body of the abstract.
- If you exit the system without submitting the abstract, it will be logged in the system as a draft and will appear in the "**Draft**" section of your "**View Submissions**" page when you reenter the system.

Submit: After proofreading, and editing if necessary, please hit the submit button. Your submission will remain in "draft" status until you, as the entering author, click the "Submit" button. The deadline for submitting is Monday, October 26, 2009, at 11:59 PM Pacific.

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## Questions?

Please don't hesitate to contact the administrative office with submission questions. Jennifer Lewis will gladly walk you through any of the submission steps. In particular you may benefit from a few minutes of explanation as to how to start the organized symposia submission process.

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