

2020 ACVIM Forum Session Submission Instructions

1. Submission site opens on August 2, 2019 and closes on September 16, 2019.

[Click here](#) to be taken to the submission site.



Welcome to the 2020 ACVIM Forum Session Submission Site

Scientific, Interactive, Technician Sessions & ASVG and Subcommittee Invites

This online portal allows you to submit a proposal to present at the 2020 ACVIM Forum in Baltimore, Maryland. To begin, please log in to the Session Submission Site below.

Please note the following:

- First-time submitters: select "New Users".
- Previous submitters: if you submitted a proposal in the past two years, please select "Already a User?" and enter your email address and access key from your previous submission.
 - *Please Note - this login information is **NOT** your ACVIM membership login and password!*
Select "Lost Your Access Key?" to have your access key re-sent.
- If your submission is accepted, all speakers agree to complete their assigned tasks within the Speaker Portal by the established deadlines.

For best functionality, please use Google Chrome or Mozilla Firefox as your browser when accessing the Session Submission Site.

LOG IN TO THE SESSION SUBMISSION SITE

<h4>New Users</h4> <p>Click 'Create Account'</p> <p>Create Account</p>	<h4>Already a User?</h4> <p>Email Address *</p> <input type="text"/> <p>Access Key *</p> <input type="text"/> Show <p>Lost your access key?</p> <p>Login</p>
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Questions? Organizer: Gloria Zelensky - Forum@ACVIM.org / (303) 231-9933 x104

2. Login to the Submission Site

New Users – Create Account.

LOG IN TO THE SESSION SUBMISSION SITE

New Users

Click 'Create Account'

[Create Account](#)

Already a User?

Email Address *

Access Key *

 [Show](#)
[Lost your access key?](#)

[Login](#)

Questions? Organizer: Gloria Zelinsky - Forum@ACVIM.org / (303) 231-9933 x104

Existing Users – if you submitted a proposal in the past two years, please sign in with your email address and Access Key. Select “Lost Your Access Key” to have your access key re-sent.

Please note that these login credentials are **NOT** your ACVIM login credentials!

LOG IN TO THE SESSION SUBMISSION SITE

New Users

Click 'Create Account'

[Create Account](#)

Already a User?

Email Address *

Access Key *

 [Show](#)
[Lost your access key?](#)

[Login](#)

Questions? Organizer: Gloria Zelinsky - Forum@ACVIM.org / (303) 231-9933 x104

New Users - complete the required fields that are indicated by a **red asterisk***. Then click "Create Account" button at the top or bottom of the page.



ACCOUNT PROFILE

Create Account

As the submitter, please complete your contact information below and then press the 'Create Account' button. You will be the contact person for all information that you submit using this account during the review phase.

Please note: A maximum of 5 presentation submissions are permitted per presenter.

* Indicates required

Personal Details

Prefix

First Name *

Middle Initial

Last Name *

Suffix

Mailing Address

Address Line 1 *

Address Line 2

Address Line 3

City *

State *

Contact Details

Off Phone *

Cell Phone

Fax

Email *

Contact Preference

Upon completion of your account, you will receive an Account Details email from donotreply@ConferenceAbstracts.com with your Access Key, to be used for logging into the submission site in the future. Please save this email!

3. Create a submission

Create a new submission by clicking on the link next to the green plus sign. There is a maximum of 5 session submissions per presenter.



ACVIM FORUM 2020 June 11-13, 2020 Baltimore, Maryland

Call for Speakers | Home | Log Out Conference Details | Technical Support

EVENT INFORMATION

2020 ACVIM Forum
June 10 – 13, 2020
Baltimore, Maryland
[Contact the Event Organizer](#)

YOUR PROFILE

Kris Payne, CMP
ACVIM
Logins: 1 [Log Out](#)
[View / Edit Your Profile](#)

SUBMIT FEEDBACK

We always welcome feedback, and we want to hear what you like and what can be improved.
[Feedback Form](#)

SESSION SUBMISSIONS (You have 0 complete session submissions, 0 incomplete session submissions, and 0 withdrawn session submissions)

Please note: A maximum of 5 presentation submissions are permitted per presenter.

[+ Click here to begin a new session submission](#)

Next, type in your Presentation Title, and select your Presentation Type. Click “View Presentation Type descriptions” for more detail and to help you determine which type to select. Then click “Submit”.

Home / New Session Submission

START A NEW SUBMISSION [Submit](#)

Enter your session submission information below and click "Continue".

Presentation Title *
A submission must have a short, specific title that is descriptive of the presentation.

- Please avoid abbreviations and catchy titles
- Please ensure titles are case specific and not listed in all caps or all lowercase
- Titles for 50-minute sessions should not exceed 75 characters
- Sessions less than 50 minutes in length should not exceed 40 characters

0 characters (75 max)
0 words (20 max)

Presentation Type *
-- Select Presentation Type --

[View Presentation Type descriptions.](#)

[Submit](#)

Complete all 3 Tasks on the Task List. All tasks must be completed in order to finalize and complete your submission.



TASK LIST

Save Submission

Please click on each task below to enter the requested information.

Once completed, the task will then appear with a large **green check mark**.

After you have completed all of the tasks below, select "Save Submission" to finalize your submission.

*****Submissions cannot be finalized if all tasks are not completed.*****

Session Submission ID: 721676

[Edit Bon Jovi rocks!](#)

Presentation Type: Scientific Session

Session Submission Status: Active

New session submission was successfully added.



1. Scientific Session Presentation

Click here to enter the presentation information.



2. Primary Presenter

Click here to add the primary presenter to this submission.



3. Additional Presenters

Click here to add co-presenters to this submission.

As you complete each task successfully, a green check mark will appear next to each task.

When all 3 tasks are complete and have a green check mark, click "Save Submission."

TASK LIST

[Save Submission](#)

Please click on each task below to enter the requested information.




Once completed, the task will then appear with a large **green check mark**.

After you have completed all of the tasks below, select "Save Submission" to finalize your submission.

****Submissions cannot be finalized if all tasks are not completed.****

Session Submission ID: 721676
[Edit Bon Jovi rocks!](#)
Presentation Type: **Scientific Session**
Session Submission Status: **Active**

Additional Presenters task was successfully completed on Thursday, August 1, 2019, 2:24 PM

-  **1. Scientific Session Presentation**
Completed Thursday, August 1, 2019, 2:23 PM
Click here to enter the presentation information.
-  **2. Primary Presenter**
Completed Thursday, August 1, 2019, 2:24 PM
Click here to add the primary presenter to this submission.
-  **3. Additional Presenters**
Completed Thursday, August 1, 2019, 2:24 PM
Click here to add co-presenters to this submission.

[Save Submission](#)

4. Submit Your Completed Submission

Please click "Submit" to fully complete your submission. ***If you do not click the "Submit" button, your session will not be finalized and will not be available for the Review process.***



SESSION SUBMISSION SUMMARY



Submit


Session Submission ID: 721676


[Edit Bon Jovi rocks!](#)


Presentation Type: Scientific Session

Session Submission Status: Active

Your submission details are COMPLETE. Please select "[Submit](#)" in the upper right hand corner to finalize your submission and submit.

 **1. Scientific Session Presentation**
Completed - Thursday, August 1, 2019, 2:23 PM

 **2. Primary Presenter**
Completed - Thursday, August 1, 2019, 2:24 PM

 **3. Additional Presenters**
Completed - Thursday, August 1, 2019, 2:24 PM

[Click here for a preview of your session submission.](#)

5. Submission Process Complete

The final page will show confirmation of your completed submission. A confirmation of your submission will be sent to your email. If you do not receive this email, please check your spam/junk filter. Email will be sent from Forum@acvim.org.

If you check your spam and still didn't receive a confirmation email, please email Forum@acvim.org to confirm receipt of your completed submission.

Any incomplete submissions will not be reviewed – please see example below of an incomplete submission.

EVENT INFORMATION
2019 ACVIM Forum - Scientific
Location: Phoenix, AZ
Dates: June 5-8, 2019
Contact the Event Organizer

YOUR PROFILE
Kristin Payne, CMP
ACVIM
Logins: 8 Log Out
View / Edit Your Profile

SUBMIT FEEDBACK
We always welcome feedback, and we want to hear what you like and what can be improved.
Feedback Form

SESSION SUBMISSIONS (you have 2 complete session submissions, 1 incomplete session submissions and 0 withdrawn session submissions)

Thank you for completing your submission. A confirmation of your submission will be sent to you.

Click here to begin a new Session Submission

Test 3
INCOMPLETE SUBMISSION PREVIEW

Test 4
Submitted 7/13/2018, 4:17 PM PREVIEW RESEND CONFIRMATION EMAIL

Test, Test, Kristin
Submitted 7/12/2018, 11:44 AM PREVIEW RESEND CONFIRMATION EMAIL

Thank you for completing your submission. We would love to hear your feedback on this system.

Incomplete submission!
Will not be reviewed.

You may begin a new session proposal from this page by clicking on the green .
****Please note that submissions are limited to 5 per speaker. ****

Don't forget, the submission site closes Monday, September 16, 2019!

If you have any questions about your submission, please contact Gloria Zelinsky at
303-231-9933 x104 or Forum@ACVIM.org

Thank you for participating in the 2020 ACVIM Forum Session Submission process.
Notification of submission status will be sent in November.

*Please ensure you are available to participate in the conference in Baltimore, MD,
June 10-13, 2020, and tentatively hold the dates.*