

**MANUSCRIPT Submission Deadlines**

**TECHNICIAN PROGRAM = Friday, February 17, 2023, 11:59 pm Eastern Time**

**VETERINARIAN PROGRAM = Friday, February 24, 2023, 11:59 pm Eastern Time**

**Submit Proceedings through the ACVIM Speaker Portal.**

**Please direct any questions to:**

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**WE CANNOT ACCEPT LATE SUBMISSIONS PAST DUE DATE.**

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**Content:**

The ACVIM Forum is established as the leader in veterinary specialty medicine continuing education. Practitioners who attend this meeting expect to be challenged; however, an ACVIM Forum registrant is able to attend less than 10% of the overall program which is why Proceedings are crucial. Absent Proceedings are one of the biggest frustrations to the registrants. In addition, lectures that have been changed and no longer follow the published manuscripts are equally frustrating to attendees.

- **Unless told otherwise, outlines are NOT acceptable.** Any outline received will be returned for rewrite. If not corrected, it will not be published.
- Proceedings should contain sufficient material and discussion, so that it is understandable and helpful to individuals who do not attend the presentation.
- Material must be evidence-based, emphasizing the best available current research.

**Diagrams, Tables, and Charts:**

- Line drawings, charts and graphs are encouraged.
- Black and white is recommended for clarity. Color, grayscale, dark backgrounds, photos, radiographs or ultrasound reproductions can display unclearly.
- We are not responsible for quality of graphics.
- You must obtain and acknowledge permission for the use of copyrighted material.
- Whenever possible, tables should be typed with the text of the article, not presented as an illustration.

**Edits:**

- The Proceedings Editors and the ACVIM Proceedings Coordinator may edit your manuscript. These edits will be primarily for obvious typographical errors.
- If more extensive editing is deemed necessary, the manuscript will be returned to you for appropriate changes.
- **Major editorial and content changes are not possible after typesetting by the publisher.**

**Concerns Regarding Prior Publication Rules:**

The American Veterinary Medical Association provided the following suggestions for Proceedings articles based on **unpublished data**:

- Do not provide "hard data," e.g., charts, graphs, etc.
- Do not structure the proceedings paper like a journal article.
- Avoid language describing statistical manipulation of data.
- Do not describe material and methods in detail.
- The portion of the proceedings paper that directly deals with a study yet to be published should be brief -- no more than ½ of a single spaced, typewritten page.

If your presentation is primarily related to unpublished data that you plan to publish elsewhere, use the bulk of your paper to review known information and provide a short communication regarding your study.