AAAR 2013 – Abstract Submission Process

I want to submit an abstract to AAAR 32nd Annual Conference. What are the first steps if I didn't register on the abstract submission site last year (in 2012)?

1. The first thing to do is to register on the AAARAbstract.com site if you don't have an account with us (if you already have an account please skip this step). You can register by clicking here. The username used in the site is your email address. This email address will also be used to inform you about the acceptance of your abstract.
2. Then, you login to the site. You can login by clicking here.
3. Answer a few questions related to your abstract.
4. Make sure to hit "Submit" at the end of the process to ensure your abstract is submitted.

I already registered on the abstract submission site last year (in 2012). Do I need to register again? No need to register again. Now, to make the process faster, we have kept active registered users on the system. Proceed directly to log in or click here.

But I forgot my password. What can I do? No problem. You can reset your password by clicking here. The system will immediately send a new password to the email address associated with the account.

I also forgot which email address I used. What can I do? Contact support@AAARabstracts.com and we will assist you.

What is new with the submission process in 2013? Please note that the board of directors of AAAR has instituted a change in the abstract process. All submissions will require an abstract submission code. **Please see further clarification below for why a submission code is now required.** Each AAAR member will be given a code for one free abstract submission to the AAAR 32nd Annual Conference. Codes are transferable, so they can be gifted or traded. Additional abstract submissions will cost $50 each.

Why did the Board of Directors feel that it was necessary to implement an abstract fee? Every year there are people who submit abstracts and then do not come to the meeting. This leaves gaps in the program, costs AAAR money and reduces the opportunities for attending members to share their research.

I am a current AAAR member. Where is my submission code? On February 4, 2013 current AAAR members (including student members) were emailed an abstract submission code which you will use for your one (1) free abstract submission. ***Each specific abstract submission code can be used only once.***

Oh yes… that email…. I lost it. What can I do? If you misplaced the email with your submission code, contact Caroline Olson at colson@aaar.org

I already used my free code. How can I get another abstract submission code without having to pay? Abstract submission codes are transferable, so they can be gifted or traded. For example, one of your co-authors can let you have their abstract submission code that they will not be using. Alternatively, if your advisor will not be using their free abstract submission code, ask if you could use it. Or ask another AAAR member who will not use their abstract submission code and who is likely to share it with you.

I am not able to get a code from another AAAR member. What can I do? You can purchase as many abstract submission codes on the abstract site. Each additional abstract submission code costs $50. You will receive the additional abstract submission code approximately two (2) business days after the purchase has been completed. We strongly advise you to purchase any additional abstract submission codes prior to any other submission step. Go to the abstract site to purchase a code with enough time to account for the 48-hour processing by the AAAR Headquarters. Purchase the abstract submission code. Receive the abstract submission code. Start the submission process with abstract submission code in hand.

Due to the deadline [or insert other reason here], I need to submit my abstract NOW. What can I do? For the time being you can use the abstract submission code 0000-0000-0000-0000. Your abstract will be stored for seven days to allow you to obtain a valid abstract submission code. Purchase your additional abstract submission code here. Receive the abstract submission code within two business days. Update your abstract within five days. ***Note that abstracts with no valid code seven days after submission will be removed from the database.***

I received the email with the purchased code. How do I update my abstract? Log back into the abstract submission the abstract site. Once you are logged in, click on "My Abstracts." Here you will see a list of abstracts you have submitted with the temporary abstract submission code 0000-0000-0000-0000 that the system is temporarily saving for you. (See below for an example of the web site)

Abstracts

Below is a list of the abstracts that you have submitted. It has been sorted alphabetically by abstract title. Each presenting author is identified with all capital letters. Click an abstract's title for complete details and to edit it if needed.

Test 1. DONALD DABDUB, Murray Johnston, *University of California, Irvine*

WARNING : this abstract does not have a valid submission code and is marked to be removed from the database. To fix this issue click here to edit it and enter a valid code.

Test 2. DONALD DABDUB, *University of California, Irvine*

Test 3. MURRAY JOHNSTON, Donald Dabdub, *University of Delaware*

Figure 1. Example abstract status summary. Here, abstracts "Test 1" and "Test 3" have valid codes. Nevertheless, abstract "Test 2" needs to be updated. To do so, simply "click edit here" to edit and enter a valid code.