

Abstract Submission Site Instructions

NOTE: You will need to <u>create a new account</u> within the submission system by clicking the "Join Now" button.

Welcome to the 2024 Annual Meeting Submission Site

Members are encouraged to submit original research, teaching, and extension papers. Oral papers or posters should consist of original, completed work that has not been accepted for publication in a journal.

Authors need to be aware of patent considerations before submitting abstracts for publication.

Abstract text is limited to 450 words, excluding title, keywords and any tables. Do not double-space between sentences as this extra space is considered a word in the count.

After the deadline, it will not be possible to submit abstracts. When you submit your abstract, you will be given an abstract ID number and password. Make a note of these; they will allow you to revise your submitted abstract at any time before the deadline. Please have the abstract ID number on hand when contacting the ASAS office with questions or concerns regarding your abstract submissions.

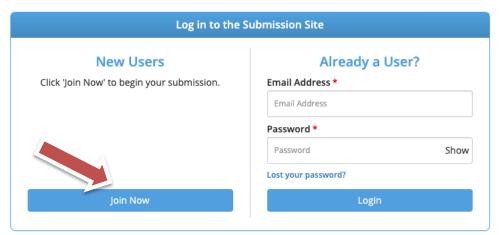
SUBMISSION DEADLINE: March 19, 2024

Click here to view the Quality Standards for Abstracts.

Click here for a list of the Competition Guidelines.

Submission Fees

There is a required \$45 technology fee per abstract due upon submission. This fee helps mitigate the cost of e-Posters and other meeting technology. The system will not let you proceed to the confirmation step until an abstract is paid for. This fee is nonrefundable.



Questions? Organizer: Debbie Zagorski - debbiez@asas.org / (217) 729-7605



First time users need to complete the privacy information policy.



PRIVACY NOTICE

Please carefully read the text below and then indicate your consent at the bottom of the page.

Summary

We are collecting your personal data on behalf of American Society of Animal Science to allow them to manage the submission, review, selection, and scheduling process for your submissions, awards, or grants through our platform. We may share your information with American Society of Animal Science's vendors related to registration, membership, and 3rd party analytics services.



Full Text (version 897-12356-1466)



1. What we need

Our Personal Data Protection Policy governs the use and storage of your data. You can see our Privacy Policy at <u>https://www.cadmiumCD.com/cadmiumcd/privacy.asp</u>. The terms personal data and personally identified data are used interchangeably. American Society of Animal Science is a Controller of the personal data you (data subject) provide us. CadmiumCD is its Processor. The following types of personal data we collect from you on behalf of a Controller, may include, however are not limited to: Full name, telephone number, position, organization, credentials, membership, member number, login name, department, role, biography, and digital identity (photo).

In the event that you wish to complain about how we have handled your personal data, please contact our Data Protection Administrator at <u>privacy@cadmiumcd.com</u> or in writing at

CadmiumCD c/o Data Protection Administrator 19 Newport Drive, Ste. 101 Forest Hill, MD 21050

Our Data Protection Administrator will then look into your complaint and work with you to resolve the matter.



Consent

□ I have reviewed the privacy notice above and consent to the processing of my data. I am aware and I was informed that I may withdraw my consent at any time by completing the DATA SUBJECT CONSENT WITHDRAWAL FORM at https://cadmiumCD.com/mydata.

Enter your e-signature

Please type your full name on the line above







Complete the information to set up your Account Profile and click one of the "Create Account" buttons.

	ACCOUNT PROFIL	E				Create Accou	nt
				w and then press the 'Crea nformation that you subm		-	
1	Personal Details		-	Mailing Address	فر	Contact Details	
Prefix	\$		Address Line 1	Po Box 7410	Office	2173569050	
First Name	Testing	*	Address Line 2		Cell Phone	2173569050	
Middle Initial]	Address Line 3	Po Box 7410	Fax	2173569050	
Last Name	User	*	City	Champaign	Email	asas@asas.org	*
Suffix	N/A \$		State	Illinois 🗘			
			Zip	61826			
			Country	United States \$			
	Professional Informat	ion					
<u>^</u>	Position	ION					
	Organization / Company						
	ASAS				*		
	Credentials						
					Not applicable		
	Create Account					* indicates required	l field



Begin your abstract submission by clicking on "Click here to begin a new Abstract".



EVENT INFORMATION

2023 Annual Meeting July 16 – 20, 2023 (Sunday – Thursday) Albuquerque Convention Center Albuquerque, New Mexico United States





YOUR PROFILE

Debbie Zagorski Affiliation: American Society o... Logins: 0 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



ABSTRACT (You have 0 complete abstracts, 1 incomplete abstract, and 0 withdrawn abstracts)

Click here to begin a new abstract



FREQUENTLY ASKED QUESTIONS

Abstract Quality Standards (PDF) Competition Guidelines (PDF) Abstract Submission Instructions (PDF)



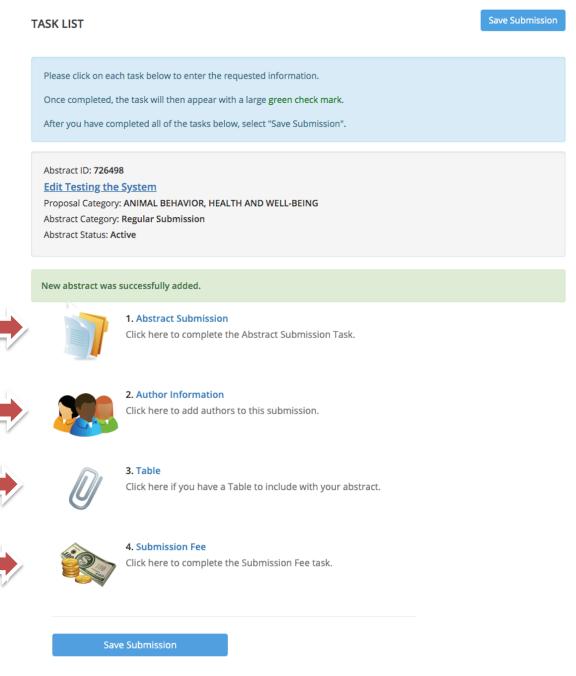
- Enter the abstract title in the "Abstract Title" field.
- Select the "Abstract Category" from the dropdown box.
- Select the "Abstract Type" from the dropdown box.
- Click one of the "Submit" buttons once your information is complete.

	START A NEW ABSTRACT	ıbmit
	Abstract Title * An abstract must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the presentation.	
/	0 characters (2 0 words (
	Abstract Category * Select Abstract Category View Abstract Category descriptions.	
	Abstract Type *	



Click on each task and enter the requested information. A green check mark will appear by each task once it is complete.

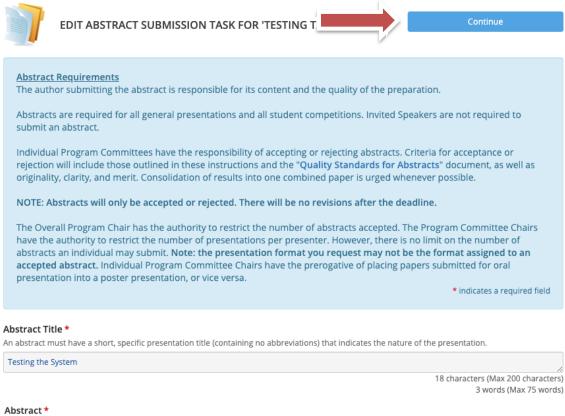
NOTE: You can return to the system later to finish any of the tasks by logging back in with the link and login details emailed to you when you set up your account.

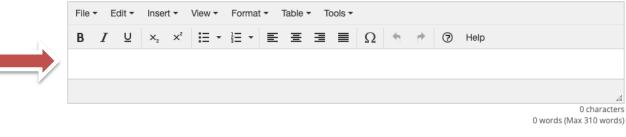




Abstract Submission Task:

Click on 1. Abstract Submission to enter your abstract details. Abstract text is limited to 450 words. Title and keywords are not included in the count. Update the title if needed, complete the abstract text box and keywords.





Keywords * Please enter a maximum of three keywords



NOTE: The Abstract Submission information now has a green check mark indicating that all of the information has been completed on the previous task.

Edit Testing the System

Abstract ID: **1093962** Abstract Category: **ANIMAL BEHAVIOR, HEALTH AND WELL-BEING** Abstract Type: **ORAL** Abstract Status: **Active**

Abstract Submission task was successfully completed on Tuesday, July 27, 2021, 10:26 AM



1. Abstract Submission

Completed Tuesday, July 27, 2021, 10:26 AM Click here to complete the Abstract Submission Task.



2. Author Information Click here to add authors to this submission.



3. Table Click here if you have a Table to include with your abstract.



4. Submission Fee Click here to complete the Submission Fee task.

Save Submission



Author Information Task:

- Click on 2. Author Information.
- Add additional authors by entering their information and clicking the "Add Author" button.
- Click on the author name or "Edit Profile" button to add or edit details for the author.

EDIT AUTHOR I	INFORMATION 1	ASK FOR 'TESTI	ING THE SYSTEM'	Save Authors
				* indicates required
authors down in in an email addr <u>To add an autho</u> Type the a Click 'Add. <u>To complete an</u> Click on th A green ch	the list with the 'dow ess in the field next t <u>or:</u> outhor's first name, la	vn' buttons, as well a o the 'plus' button. st name, and email omplete the profile. a complete profile.	as remove them with the 'X' bu	st author in the list. You can move uttons. To add new authors just type
Add New Author				
First Name *	Last Name *	Email *	Author Role	
Debbie Za Associate I Profile inco Author Ro	ast 1 author and no n Ig <mark>orski</mark> Program Manager, A omplete le(s): Presenting Auth bbie Zagorski's Profile	SAS	e Zagorski	

Save Authors



Complete the Author Details for each author added.

AUTHOR PROFILE		Continue		
		* indicates required		
Please complete as muc	nuch of the information as you can and then press the 'Continue' button.			
Personal Details	Contact Details	Mailing Address		
Prefix	Office Phone	Address Line 1		
	\$ (217) 729-7605	PO Box 7410		
First Name *	Cell Phone	Address Line 2		
Debbie	(217) 898-2501	PO Box 7410		
Middle Initial	Fax	Address Line 3		
Last Name *	Email Address *	City *		
Zagorski	debbiez@asas.org	Champaign		
Suffix		State *		
		Illinois		
		Zip		
		61826		
Professional Information (as it will appear on conference materials)				
Position (max character 100))			
Associate Program Manager		Once all the details are		
Organization / Company	•	added including the		

Organization / Company *
American Society of Animal Science
Credentials
Author Role: *
Author
Continue
Continue

Once all the details are added including the "Author Role" (Author or Presenting Author), click on one of the "Continue" buttons to move to the next step.



Author Photo:

Add a headshot to be included in the Meeting App. Presenting Authors should have a photo. Additional Authors do not need to have a photo.

NOTE: The option "I will not be uploading a photo for this Author" is available to check.

Click on the "Continue" button to return to author list.



No photo has been uploaded yet



The author details are complete once the green check mark appears by the author name.

Once all authors have been added and the green check mark appears by each author, click on one of the "Save Authors" buttons to continue.

E	DIT AUTHOR IN	FORMATION TA	SK FOR 'TESTING THE		Save Authors
					* indicates required
	authors down in the in an email address To add an author • Type the aut • Click 'Add Aut To complete an aut • Click on the • A green che	he list with the 'down ss in the field next to i thor's first name, last uthor.' uthor.' author's name to cor eck mark indicates a c	name, and email address. nplete the profile.	m with the 'X' buttons. To a	
A	dd New Author				
F	irst Name *	Last Name *	Email *	Author Role *	
				Select Author Role 🛊	Add Author
	Debbie Zag Associate Pr Profile comp Author Role	rogram Manager, ASA pleted 🛇 (s): Author ie Zagorski's Profile			

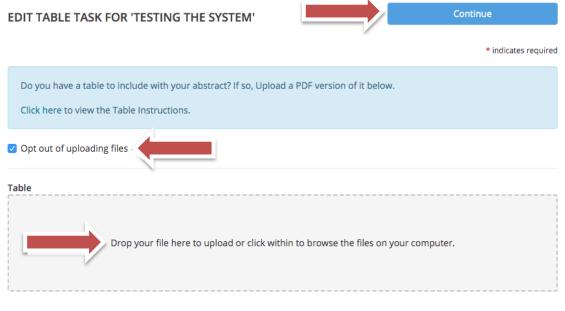


Table Task: Click on 3. Table

3. Table Click here if you have a **Table** to include with your abstract.

Upload a table for the abstract if you have one, or mark the check box "Opt out of uploading files" if you do not have one.

Once completed, click on one of the "Continue" buttons to return to the task list.



Uploaded File

No file has been uploaded yet





Submission Fee Task: Click on 4. Submission Fee



4. Submission Fee Click here to complete the Submission Fee task.

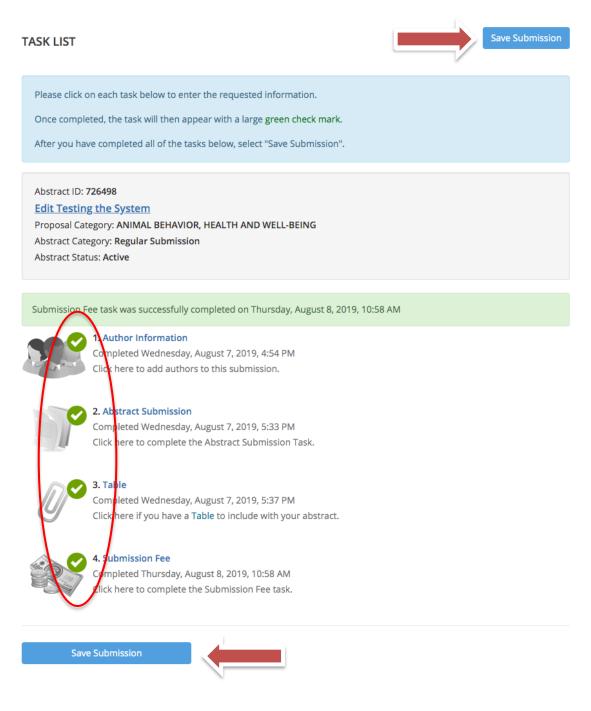
There is a \$45 technology fee per abstract due upon submission. This fee helps mitigate the cost of the e-Posters and other meeting technology. Enter the payment details and click on one of the "Submit" buttons to return to the task list.

DIT SUBMISSION FEE TASK FOR 'ABSTRACT TEST HE	submit
There is a required \$45 technology fee per abstract due upon submission. T and other meeting technology.	This fee helps mitigate the cost of the e-Posters
The system will not let you proceed to the confirmation step until an abstra	ct is paid for.
PAYMENT AMOUNT	
\$45.00	
DISCOUNT CODE	
Please enter the discount code to bypass the payment step DISCOUNT CODE	
Apply	
PAYMENT DETAILS	E1 BILLING ADDRESS
Credit Card Number *	Populate with your profile info.
	Primary Phone *
	(217) 356-9050
Verification Number *	Email Address *
CVV number on back of card.	debbiez@asas.org
Name on card *	Address Line 1 *
	PO Box 7410
	Street address, P.O. box.
Exp. Month * Exp. Year *	
January 🗸 2020 🗸	



All four tasks should be marked with a green check mark, which means you have completed the necessary information in each task.

Click on one of the "Save Submission" buttons.



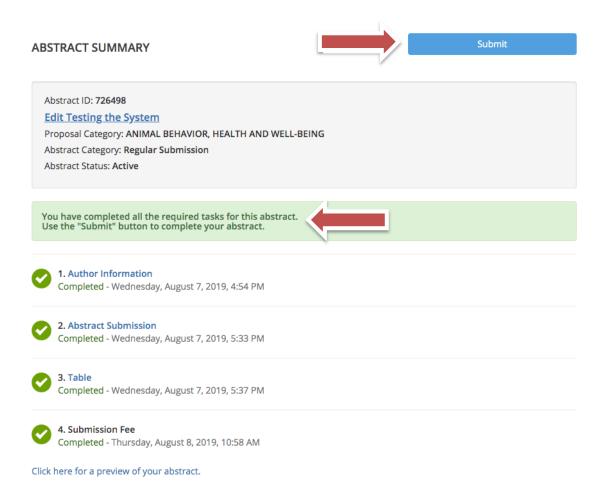
15



Abstract Summary:

The Abstract Summary page confirms you have completed all the required tasks.

Click on the "Submit" button to finalize your submission.

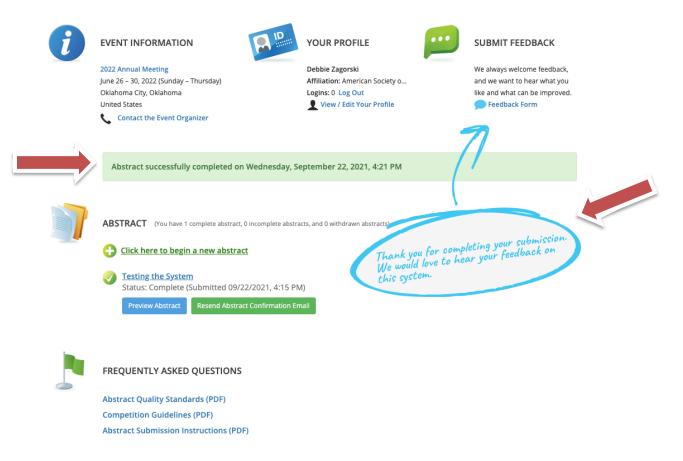




Confirmation Page:

The confirmation page indicates that your submission was successfully completed. This page also includes:

- links to submit a new abstract,
- access to your submitted abstract and
- a link to resend your confirmation email.



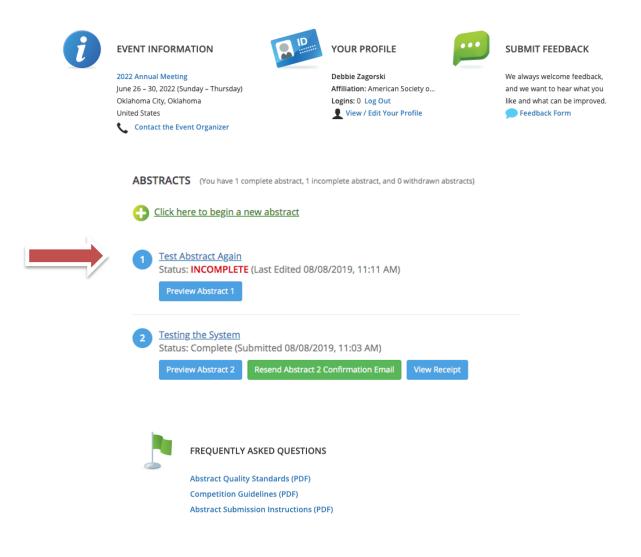
NOTE: You must see this "Confirmation Page" to have successfully submitted your abstract for the 2024 ASAS-CSAS-WSASAS Annual Meeting!



How to Withdraw an Incomplete Abstract

NOTE: Only do this on incomplete abstracts. Please contact the ASAS Office before the abstract deadline to request withdraw of a complete submission.

Login to your account. From the Abstracts list, click on the title of the incomplete submission you would like to withdraw.





From the Task List, verify it is the correct abstract you would like to withdraw.

Click on the title of the abstract

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".





1. Author Information

Completed Thursday, August 8, 2019, 11:20 AM Click here to add authors to this submission.



2. Abstract Submission

Completed Thursday, August 8, 2019, 11:21 AM Click here to complete the Abstract Submission Task.



3. Table

Click here if you have a Table to include with your abstract.



- Scroll to the bottom of the page
- Click on the "Abstract Status" dropdown box to change from Active to Withdrawn
- Click on the "Update Abstract" button to complete the change

You will receive a confirmation of the withdraw and see the abstract "Status: Withdrawn" on the Abstract submission page.

