

**REDUCE TOBACCO USE CONFERENCE 2014**  
**CALL FOR ABSTRACTS**  
**ONLINE SUBMISSION DUE: MIDNIGHT, EDT, July 10, 2013**

**INSTRUCTIONS**

This Call for Abstracts is for plenary, sub-plenary and concurrent sessions at the 11<sup>th</sup> Reduce Tobacco Use Conference to be held April 10-11, 2014 in the Washington, D.C. suburb of Arlington, Virginia. The conference organizers seek presenters to provide approximately 400 conference attendees from across the country with effective strategies to address tobacco use prevention, reduction and cessation with youth and young adults. Individual and panel presentations will be considered. Abstracts should include a description of methods to enthusiastically engage audiences and provide them with a sense of purpose, arming them with relevant and replicable practices. Presenters are responsible for all costs associated with attendance at the conference, but will receive a discounted registration fee.

**Abstract Review Criteria**

Abstracts will be reviewed and approved presenters will be notified of their presentation type (individual or panel discussion in a plenary, sub-plenary or concurrent session) as it best fits into the overall conference agenda. Abstracts not selected for session presentations may be offered space for a poster session during the conference reception. Presenters will be notified by **August 7, 2013** of the status of their abstract submission and will need to accept or decline the invitation by **August 22, 2013**.

Review Criteria:

- Did the abstract address the topic area for which it was submitted?
- Were the objectives and description clearly presented in the abstract to give a clear understanding of the purpose of the presentation?
- How well did the abstract present the evidence or rationale for the program, methods, and recommendations?
- Is the information provided relevant to those working in the field of tobacco use prevention, reduction and cessation?
- Do the strategies presented meet the definition of evidence-based standards for addressing tobacco use?
- Are the results or key points included and clearly stated?
- How useful and practical is the information, key points, or conclusions? Can participants replicate the project or strengthen and expand their work in the field based on this information?

### **Requirements for Submitting an Abstract**

By submitting an abstract, you and your co-presenters (if any) agree to the following:

- If your abstract is accepted, payment for your discounted registration fee (half off the early bird rate) must be made by **December 2, 2013**. If you do not register by December 2, 2013, your abstract will be removed from the agenda. You must present on the day and time your presentation is assigned; **April 10 or 11, 2014**.
- All presenters are responsible for their own registration, transportation, and other expenses required to attend the conference.
- All rooms will be set up in theater style and each room will be equipped with the following audio/visual equipment: laptop, LCD projector with remote, screen, and audio speakers. Presenters requiring additional A/V equipment must list the required equipment in their Call for Abstracts response, including the need for a WiFi connection. Please note that while WiFi is available, the conference organizers cannot guarantee a clear connection at all times. Presenters must be prepared to utilize other methods of delivering their information in the unlikely event that the connection is lost.
- Presenters are responsible for bringing their own handout materials.
- All presentations must be submitted by **March 26, 2014**. Your presentation will be pre-loaded on the laptop in your breakout room.

All abstracts must be submitted online by Midnight, EDT, **July 10, 2013**.

If you have questions on the Call for Abstracts, contact Lisa Brown at [lbrown@vfhy.org](mailto:lbrown@vfhy.org) or (703) 501-3042.