ORAL ABSTRACT SUBMISSION GUIDELINES

- Oral and E-poster presentation submissions are accepted as the major forms of scientific communication at the Conference. All abstracts, regardless of their presentation method, are subject to the same rules for submission and presentation.

- Abstract length is limited to 400 words. If your abstract is longer, the system will instruct you to reduce the number of characters before you can continue the submission process. Please use title casing, capitalizing only the first letter in each word. If you are pasting your abstract text into the submission site, please note that special characters and scientific symbols may cause translation problems. Do not repeat the abstract title or authors in the abstract text field. Review your submission carefully.

- Presentations must be made in English, as no translation service will be available.

- The Presenting Author for each abstract submitted must be clearly identified at the time of abstract submission.

- Please ensure to list ALL authors at the time of submissions.

- Abstracts should be informative. Those suggesting that the work is not yet completed will be rejected.

- A non-refundable abstract submission fee of $25 is due and payable at the time of abstract submission. All abstract submission fees must be received by March 15th.

- Accepted Oral and E-poster submissions will be organized by the Technical Program Committee into group subject matter based on preference indicated by the submitter. The Technical Program Committee shall have full authority to assign papers to appropriate Oral and poster sessions.

- The Technical Program Committee shall have full authority to accept or to reject a paper upon evaluation of the title and the abstract. Rejection of a paper by the Technical Program Committee is final.

- An individual cannot submit the same material for two different talks. You must choose either an E-poster or an Oral session. Only one presentation is allowed per person using the same data. If you want an E-poster and an Oral session, the content of the material discussed must be different for each presentation and with clearly different abstracts.

- Changes to submitted abstracts can be accepted (including presenting author's name) until May 1. Please ensure to list ALL authors at the time of submissions. Due to overwhelming requests in 2020, **any requests for modifications such as adding additional authors, changing data or changing the presentation type form Oral to E-Poster or vice versa after May 1st will be accommodated by withdrawing the original submission and having the author resubmit the abstract. *This will incur an abstract fee for the new submission.***

- No paper will be presented at the Annual Conference that has been given previously before another scientific society or that has appeared in print prior to the Annual Conference.

- You may submit an unlimited number of abstracts for presentation. However, please do not submit the same abstract multiple times.

- Abstract submissions accepted by the Technical Program Committee will be published in the Program of the Annual Conference only if the presenting author is **registered and paid in full by May 11th.** If the presenting author is not registered and paid in full by this date, ASHS will remove the abstract from the Program.

Hybrid Format

- The 2021 ASHS Annual Conference will be presented in a *hybrid format.* Thus, those attending virtually and in person will be able to participate in the Oral and poster sessions in the same way. Therefore, all Oral and E-Poster presenters **are required** to pre-record and upload their presentations by July 23, 2021. Oral presenters must pre-record their 15 minute presentations and upload them to the Speaker Center.

- Oral presenters who attend the Conference in person will also be scheduled to present their Oral paper in person or they will be considered a no-show.

- **Only the abstracts of <u>presented*</u> papers will be published in an online supplement to *HortScience* in the fall of 2021.** The supplement will be available through the *HortScience* electronic journal site. The file will be open access and paginated as a supplement, with each page number beginning with "S".

  The proper citation format for the abstracts is given in the example below:
  Smith, A.B. and C.D. Jones. 2010. Cold hardiness of peach trees as affected by cultural practices. *HortScience* 45(8):S234. (Abstr.)

 * The Oral or E-poster papers must actually be presented (i.e. the presenting author must actually register and attend the Conference and present his or her work), or the abstract will be pulled from the program and from the online supplement to *HortScience*.