Submitting Your Abstract: Frequently Asked Questions

When can I submit my abstract for presentation at the GSA 2020 Annual Scientific Meeting?
The abstract submission site opens January 31, 2020, and closes March 12, 2020, at 11:59 PM EDT. GSA
does not accept abstracts via mail or email. It is highly recommended you log in well before the
submission deadline to ensure your GSA Account is complete and you are familiar with all abstract
submission requirements.

Please refer to the Abstract Submission Planning Guide for full submission criteria and details.

To submit an abstract: Go to www.geron.org
• Click the white “LOGIN” button on the top right side of the home page
• Enter your GSA username and password*
  o If you have forgotten your password, select Forgot Password. You can also click the
    “Forgot Password” option below the login fields.
  o If you do not have an account with GSA, you may create one here.
  o If you still need assistance with logging in, email membership@geron.org.
• Once logged in, click the white “MY ACCOUNT” button on the top right side of the home page
• Click “Abstract Central” to begin the submission process; (the abstract submission period begins
  January 31, 2020, and ends March 12, 2020)

*If you have previously been active with GSA, you should have an existing account. If unsure, click
“Forgot Password” to see whether your email address is in the system.

May I submit more than one abstract?
Yes.

What is the abstract submission fee?
The submission fee is for processing the abstract submission and is nonrefundable (regardless of
acceptance). This fee must be paid via credit card through the Abstract Central system at the time of
abstract submission. The fees are:
• Symposium (includes 2 to 5 individual symposium abstracts): $45
• Professional Paper or Poster: $35
• Student Paper or Poster: $20

I am having trouble signing in—why doesn’t my password work?
Passwords are case sensitive. To re-set your password, click Forgot Password. You can also click the
“Forgot Password” option below the login fields.
What are the browser requirements for the submission site?
The submission site works best using the browsers Chrome, Firefox, Safari, and Edge.

Can I be a first author/presenter on an abstract if I am not a member of GSA?
Yes. You may participate as a non-member of GSA.

What is the difference between the abstract submitter, first author, and co-authors?
- The abstract submitter is the individual who logs in to submit the abstract. This is the individual who will receive confirmation, reminder, and decision notification messages. You cannot change this after the submission has been started! Abstract notifications will be sent to the individual who submitted the abstract.
- The first author will be the presenter if the abstract is accepted. If the abstract is accepted and the first author is not able to attend and present, it is acceptable for a co-author to take over presentation duties. Once the abstract deadline passes, the first author listed will not be able to be changed in the printed materials. The person designated as first author will receive all communications on how to submit files for presentation (this cannot be changed).

The submitting and/or first author will be responsible for disseminating communications to co-authors.

What is the Interdisciplinary Program Area?
The program is organized around five sections of GSA—Behavioral and Social Sciences; Biological Sciences; Health Sciences; Social Research, Policy, and Practice; Academy for Gerontology in Higher Education—as well as an Interdisciplinary category (symposium only). When you submit an abstract, you are applying to one of these six program areas.

Interdisciplinary symposium submissions are abstracts that bring together perspectives from multiple distinctly different fields—such as medicine, social science, and the humanities—to address a single overarching question. Authors should note that while many topics in gerontology are interdisciplinary to some degree, most submissions can find a best fit within one of the other existing sections. Therefore, symposium submissions that request consideration in the Interdisciplinary category must aim to address a theme of interest to members of two or more existing sections. You will be required to include a statement that explains why your abstract is interdisciplinary. Submissions that include early investigators are encouraged.

How do I submit an Individual Symposium Abstract that is part of a Symposium Overview?
The symposium chair must submit the Symposium Overview before you can submit your Individual Symposium Abstract. The symposium chair will be required to list you as a participant with the role of individual abstract presenter. The chair can input all your abstract details or can send you a customized link via email requesting you to input your details. The email will come from abstracts@geron.org with Abstract Information Requested for GSA 2020–Due March 12 in the subject line. Click the link in the email to input your abstract details.
I am submitting a Symposium Program Overview. How do I add the Individual Symposium Abstracts to my overview?

Within the symposium submission, add the first authors for the Individual Symposium Abstracts in Step 3, Participants. Search for the author, select individual abstract presenter role, and add author to the participant list. In Step 4 Individual Symposium Abstract, all participants that you identified in Step 1 will be listed. You may input the individual abstract details or click the blue button to send an email notification to the individual abstract presenter to complete the task.

Do you offer abstract pre-review options for submitters whose first language is not English?
Yes. Students and emerging professionals members of GSA (including postdoctoral fellows and junior faculty) can send their abstracts to espo@geron.org by February 13, 2020, for a no-cost peer-to-peer review. This pre-review is limited to identifying grammatical errors, inappropriate word choices, and ensuring that the language tone is appropriate for an academic abstract submission. This program will not involve a critique of the scientific content or research methods, as this content will be reviewed during the main GSA abstract review process. Please note that this program does not guarantee ultimate acceptance of the abstract by GSA. If you have any questions, please contact espo@geron.org.

Can I request a presentation date/time? Is it possible for my coworkers and me to have sequential presentations?
Unfortunately, we are not able to honor requests for specific presentation dates, times, or groupings.

Am I automatically registered for the GSA 2020 Annual Scientific Meeting by submitting an abstract?
No! You must register for GSA’s meeting separately. Registration for the meeting will open June 30, 2020.

When will I receive confirmation of receipt of my abstract?
The submitter will receive an email confirmation of the abstract submission from abstracts@geron.org. If you do not receive the email confirmation, be sure to check your spam and junk folders. We encourage adding abstracts@geron.org to your safe sender list.

In addition, you can check on the submission status. The submitter should log in to the abstract submission site and look at the submission listed under “ABSTRACTS.” If your abstract has been successfully submitted, a green check mark will appear to the left of the abstract title. Any drafts you have been working on, but have yet to be submitted, will state “INCOMPLETE.”

How can I get a receipt for my abstract submission?
To print a receipt for your submission, log in to the abstract submission site. Under the ABSTRACTS header, your completed submission will be listed with an option to “VIEW RECEIPT.” Click on “VIEW RECEIPT” and you can print a copy of your receipt.

Can I edit my abstract after it has been submitted?
Your abstract can be edited up until 11:59 PM EDT of the March 12, 2020, submission deadline, but not
after the deadline. To edit your abstract, log in to the abstract submission site, click on your submitted abstract listed under “ABSTRACTS.” You must click the “SAVE SUBMISSION” button after making edits for it to be considered during the review process. You will not have to pay the submission fee again. GSA will not make any edits after the submission deadline.

**Can I withdraw my abstract after the submission deadline of March 12, 2020?**
Yes. To withdraw an abstract submission, email abstracts@geron.org by July 22, 2020. If the request to withdraw is made after this date, GSA cannot ensure removal from the meeting materials.

**I am first author of an abstract and I am unable to attend the meeting—what should I do?**
Although the first author is the preferred presenter, any co-author may present. However, abstract notifications will be sent to the individual who submitted the abstract, and the person designated as first author will receive all communications on how to submit files for presentation (this cannot be changed). The submitting and/or first author will be responsible for disseminating such communications to co-authors. If none of the authors can attend the meeting and present the abstract, the first author must withdraw the abstract in writing by emailing abstracts@geron.org as soon as possible.

**When will I find out my presentation information?**
Abstract notifications will be sent mid-July. If your abstract is accepted, your notification will contain the date, time, and type of your presentation session. Instructions for submitting any presentation slides or handouts will be emailed to the first author closer to the time of the meeting. To make sure you receive all GSA correspondence, add abstracts@geron.org to your "safe senders" list of email addresses.

**May I get a refund for my abstract submission fee?**
The abstract submission fee is a nonrefundable processing fee. Once the abstract has been submitted, it is considered processed.

**When and where is GSA’s 71st Annual Scientific Meeting?**

**How can I get assistance with my abstract submission?**
- Reference the Abstract Submission Planning Guide at www.geron.org/abstracts
- For technical support: Help@ConferenceAbstracts.com, Monday–Friday, 9:00 AM–9:00 PM ET.
- For policy and procedure questions: abstracts@geron.org.

**Where will the abstracts be published?**
All accepted abstracts will be published in a supplement issue of *Innovation in Aging*. Visit https://academic.oup.com/gsa for more information.

**Any other questions?**
Please email: abstracts@geron.org.