



Abstract Submission Frequently Asked Questions (FAQs)

Can the deadline of June 30th, 2022 be extended?

NO.

I am not an AMP member, may I submit an abstract?

YES, but you must indicate an AMP Regular (not Trainee) member sponsor. The sponsor does not have to be an author and does not need to attend the poster, but we will ask for the sponsor name, contact information, and AMP member number.

I am an AMP Associate Member (Trainee), may I submit an abstract?

YES, but you must indicate an AMP Regular (not Trainee) member sponsor. The sponsor does not have to be an author and does not need to attend the poster, but we will ask for the sponsor name, contact information, and AMP member number.

Can I submit an abstract when I just applied for AMP membership?

YES. Membership applications must be submitted no later than June 30th, 2022 for your abstract to be considered.

Is the first author always the presenter?

YES. If the first author is unable to attend the Annual Meeting to present the poster, every effort should be made to arrange for one of the other authors to present the poster. Both AMP and the Annual Meeting Program Chair must be notified.

Does the first author/presenter need to be an AMP member?

NO.

Can I adjust the author list after the submission deadline?

NO. You cannot change the author list or make any other edits after the deadline has passed. Your options are to leave the abstract as submitted or withdraw it. The last possible date to withdraw an abstract is August 26th, 2022.

Is there a limit on the number of abstracts I may submit?

NO, so long as each abstract has different content.

Must I register for the annual meeting before submitting my abstract?

NO, but if the abstract is accepted, the First Author must register for the Annual Meeting and attend the poster. This is stipulated in the submission process.

Can I submit a case report/case study as an abstract?

Abstracts that are case reports are strongly discouraged – and will not be accepted - unless they document a specific and new finding that will change the practice of molecular diagnostics.

When will I be notified of acceptance into the poster program?

Corresponding authors will be notified by email no later than mid-August 2022.

Can I withdraw an abstract?

YES. The last possible date to withdraw an abstract is August 26th, 2022. Notify AMPeducation@amp.org.

Does the corresponding author have to be listed in the co-author list?

YES, if applicable. The authors should be listed in order, including the corresponding author. In some situations, the corresponding author is not listed in the author list (e.g., if an administrative assistant or colleague submits on behalf of the authors). If the corresponding author is, in fact, an author on the abstract, including when they are the first author, ***they must be listed again to be credited on the abstract.***

What is the difference between a Corresponding author and a First author?

The Corresponding Author is the individual who **submits** the abstract and is the contact person for all correspondence from AMP. The Corresponding Author **does not** need to be the first author. The First Author is always the **presenting** author. The First author may also be the Corresponding author, they will then be responsible for all correspondence and presenting.

TIPS FOR ACCESSING THE ONLINE SUBMITTER SYSTEM AND SUBMITTING AN ABSTRACT

If you are new to AMP online services:

On the left side of the “Log in to the Abstract ScoreCard” box, under the New Users section, click “Join Now” to begin your first submission. *Make a note of your password to access the system to make edits to your submission or to begin a new submission.* You can then submit the user registration form.

Your User Name:

Is your email address.

If you forget your password:

On the right side of the “Log in to the Abstract ScoreCard” box, under the “Already a User” section, click “Lost your password” and you will receive an automatic email with your password information.