

2012 CALL FOR ABSTRACTS

*This is your invitation to participate in the **41st Annual Scientific and Educational Meeting** of the Canadian Association on Gerontology. Abstracts must be submitted electronically no later than **April 30, 2012**, as detailed below.*

General Information

The Canadian Association on Gerontology (CAG) is pleased to announce a Call for Abstracts for the **CAG's 41st Annual Scientific and Educational Meeting**. The meeting will be held **October 18-20, 2012 in Vancouver, British Columbia at the Hyatt Regency Hotel**. For more information about the conference, please visit www.cagacg.ca.

The meeting is your opportunity to share your research and other work in the field of aging with your national and international colleagues from a diverse spectrum of disciplines. The focal point of the meeting is the scientific study of aging and its application in education, policy and practice (academic and applied).

The theme of the 2012 annual meeting is "**Aging in a Changing World**". Individuals are encouraged to submit abstracts which address this theme, although all submissions will be given equal consideration.

Abstracts may be submitted for oral, poster, symposium and workshop presentations. All forms of presentation are considered of equal professional status. The Program Committee will make the final decision concerning abstract allocation. Organizations are invited to make presentations that showcase their initiatives, programs or best practices.

Proposals must be submitted electronically. Proposals that are properly submitted by April 30, 2012 will be considered for presentation at the meeting. Please see the end of this document for detailed instructions on submitting your abstract(s).

Please note that information concerning your abstract(s) will be emailed only to the e-mail address of the abstract submitter. **It is the responsibility of the abstract submitter to distribute the information to any presenting authors and/or co-authors.**

Students and Seniors: The CAG is committed to student and senior participation at its meetings and this is reflected in a significantly lower registration fee. **Graduate and post-graduate students may submit abstracts to the CAG Student Poster Competition; for more information, please visit www.cagacg.ca.**

CAG Membership: CAG Members receive a discounted registration rate. If you wish to become a member of the CAG, please visit www.cagacg.ca for more information.

Rules for Participation

Organization and Review Process

The meeting will be organized according to common themes of the abstracts. Each abstract will be reviewed by the division to which it is submitted (the Division Chairs reserve the right to move submissions into another division) to ascertain:

- a) whether the subject matter is appropriate and suitable for the meeting;
- b) whether instructions and presentation format requirements described in this Call for Abstracts were followed; and
- c) the overall quality of the abstract.

Criteria for evaluating the quality of abstracts include originality of ideas and methods, concise presentation of methods and results, clarity of theoretical and/or applied implications, and quality of writing. For example, a list of topics to be covered or a statement that "results will be discussed" is not sufficient. Abstracts not meeting these criteria will be rejected. Any abstract that has been previously published or presented at any other national or regional meeting is not acceptable for presentation at this meeting. However, new aspects of the previously published or presented material may be considered. All applicants are bound by ethical rules that prohibit plagiarism in writing or oral presentations. The CAG will try its utmost to avoid scheduling conflicts. Therefore it is important to identify each presenter on each abstract.

Who May Apply

Anyone who does research on aging, e.g. gerontologists, health care practitioners, and students researching aging are invited to submit an abstract.

Non-members are encouraged to join CAG, and thus obtain a reduced registration fee. For membership information, please visit www.cagacq.ca.

How to Apply

Abstracts **must be submitted via the ASEM 2012 website** as per instructions at the end of this document. Please read ALL the instructions carefully before completing the abstract form.

Abstracts may be submitted in either English or French. These abstracts will be published in the language submitted, which should reflect the language of presentation. Changes to submitted abstracts will not be accepted after the deadline.

Upon Acceptance

The abstract submitter (the person who submits the abstract, whether or not an author on the abstract) will be informed of the status (accepted/rejected) of their submission as

soon as possible after reviews are completed. Accepted authors will be advised of registration deadlines to confirm places in the program at that time.

Meeting Participation / Registration

All individuals attending the conference (including presenters) are required to complete a registration form and pay the registration fee.

This includes **ALL** presenters, chairs and organization representatives who are in attendance at the conference. Should you elect to attend only on the day of your presentation, **the daily fee will apply.**

Publication Information

Presenters at the CAG Meeting are encouraged to submit their papers for publication in the Canadian Journal on Aging. For more information on submitting to the *Journal*, please visit http://bit.ly/cja_rcv

Audio-Visual Equipment Requests

Audio-visual equipment available for presentations include: 1 laptop computer running Windows; 1 LCD projector; and 1 screen.

All other equipment must be arranged and paid for by the presenter to the audio-visual company (i.e., 35mm projectors, laser pointers, TVs, monitors).

ALL MATERIAL MUST BE RECEIVED BY APRIL 30, 2012

Presentation Formats

There are four formats for presentation in the Annual Scientific and Educational Program. All formats are of equal professional status. Detailed instructions are set below.

1. Posters

The Poster Session is a display presentation. Material is mounted on a poster board, which is staffed by the author (this is mandatory) for a designated period of time. Abstracts must be informational and must report on work completed. The format for a poster session is the same as for papers. See below for information regarding abstract forms and content.

2. Symposia

A symposium is a collection of papers contributed by a group of individuals, usually from different institutions/organizations, on a single theme. Each participant gives a paper relevant to the theme. The chair leads the symposium and discusses the papers as they relate to each other and the overall topic. Symposia are 90-minute sessions allowing for presentation and discussion.

Symposium proposals are not to exceed 250 words and will be published in the Program. Individual abstracts for each presentation, not exceeding 250 words, must accompany the symposium proposal and will also be published in the Program.

3. Papers

Individual presentations allow for a brief overview of the major points / highlights of a particular research project or program. Either a scientific or a professional paper may be submitted for presentation at the meeting. Papers are limited to 15 minutes (10 minutes for presentation and 5 minutes for discussion). Paper presentations must report on work completed.

Abstracts are not to exceed 250 words and should include the following information:

- a) a short statement of the objectives
- b) method
- c) results
- d) conclusions

4. Workshops

Workshops are informal seminars that allow for the demonstration and application of techniques and skills. These are 90-minute sessions allowing for in-depth presentation and discussion.

Workshop abstract submissions are not to exceed 250 words and will be published in the Program. The abstract (one per workshop) should include the following information:

- a) title of workshop
- b) statement of purpose and objectives
- c) workshop format (e.g., interactive process)

5. Pre-Conference Workshops

Pre-Conference Workshops (PCW) are designed to enable more in-depth exploration of a particular topic. Sessions include presentations and discussions on the latest in gerontological interest and research. Pre-conference workshops will be held on Thursday, October 18, 2012, and may be half- or full-day length. Separate registration fees will apply for participants at these sessions. For more information about hosting a pre-conference event, contact the CAG at contact@cagacg.ca. Please note that space for pre-conference workshops is limited. **Please do not submit abstracts for pre-conference workshop proposals through the electronic system.**

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Instructions for Submitting an Abstract

Visit the abstract submission website:

http://bit.ly/asem_abs12

Please make sure your email system is set to allow messages from **support@oxfordabstracts.com**, **sendmail@oxfordabstracts.com**, and **asem@cagacg.ca**

This will ensure you receive abstract submission and decision notices. You should receive a confirmation when you submit your abstract. If you do not receive these confirmations, please check your 'spam' folders or contact us at asem@cagacg.ca.

To submit an *individual abstract* for oral, poster or workshop presentation

1. Register to access the abstract submission system (you will need to do this only once). *Please note, you will need to register again for ASEM2012 submission, even if you submitted to last year's conference.*
2. Log in to the abstract submission system.
3. Select "**Click here to make a new submission**"
4. Select "**Not for a symposium – this is an individual abstract**" and click "Next"
5. Read the confirmation statement at the top of the page.
6. Follow the on-screen directions to complete your submission.
7. **Student Poster Competition:** The competition is open to graduate and post-doctoral students only. To enter the competition, you must specify your degree level when prompted. You must also select a "Poster" presentation.
8. **Important information**
 - a. All abstract notifications will be sent to the e-mail address of the **abstract submitter**.
 - b. The abstract title and abstract will be printed in the program as entered. Please **do not use all caps** in the title or abstract.
 - c. The system will not accept abstracts longer than 250 words.
 - d. If you are an author on the abstract, you must include your **own name and affiliation** on step 2.
 - e. The language of your presentation must match the language used in your abstract title.
 - f. You may edit your abstract until the submission deadline.

To submit a *symposium proposal*

1. Register to access the abstract submission system (you will need to do this only once). *Please note, you will need to register again for ASEM2012 submission, even if you submitted to last year's conference.*
2. Log in to the abstract submission system.
3. Select **“Click here to set up a new symposium or edit symposium information”**
4. Select **“Click here to set up a new symposium”**
5. Follow the on-screen directions to complete your submission.
6. **To add abstracts to the symposium session:**
 - a. Select “Click here to make a new submission”
 - b. Select the symposium session to submit abstracts to and click “Next”
 - c. Follow the on-screen directions to complete your submission.
 - d. Upon completion, the abstract will be linked to the symposium submission.
 - e. **Abstracts can be submitted by individual authors and/or the symposium submitter following instructions 6a-d above.**
7. **Important information**
 - a. **Please do not submit abstracts to a symposium session unless you have been invited to do so by the symposium convenor.**
 - b. All notifications will be sent to the e-mail address of the **symposium submitter**.
 - c. The abstract title and abstract will be printed in the program as entered. Please **do not use all caps** in the title or abstract.
 - d. The system will not accepted abstracts longer than 250 words.
 - e. If you are an author on the abstract, you must include your **own name and affiliation** on step 2.
 - f. You may edit your symposium submission until the abstract deadline.