

## 2019 Weight of the State Call for Abstracts Guidelines and Instructions

This Call for Abstracts is for plenary and concurrent sessions at the 2019 Weight of the State Conference, April 28-30<sup>th</sup>, 2019 in Richmond, VA. The Weight of the State conference organizers seek presenters to provide conference attendees with effective strategies to change policies and environments, reduce childhood obesity, and create healthy communities. Only abstracts that present evidence-based or promising practices that can be replicated in other communities will be considered. Presenters are responsible for all costs associated with attendance at the conference but will receive a discounted registration fee.

Abstracts will be reviewed and considered for plenary sessions, concurrent sessions or may be grouped as part of a panel discussion. Presenters will be notified by **November 6<sup>th</sup>, 2018** on the status of their abstract submission.

### Review Criteria:

- How useful, practical, or relevant to conference participants are your results, key points, or conclusions?
- Can participants replicate or implement a project based on your information?
- Did your abstract address the description of the track for which it was submitted?
- How well did your abstract present the evidence or rationale for the program, methods, and recommendations?
- Are the methods recommended by the Institute of Medicine or Centers for Disease Control and Prevention as a promising or proven practice or is there a clear rationale for the methods presented?
- How clearly and concretely did you describe the required elements in the abstract?
- Are the results or key points included and clearly stated?

### 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 (speakers receive a discounted rate of half the early bird rate) must be made by **February 1, 2019**. If you do not register by February 1, 2019, your abstract may be removed from the program. All presenters are responsible for their own registration, transportation, and other expenses required to attend the conference.
- You must present on the day and time your presentation is assigned; **April 29<sup>th</sup> or 30<sup>th</sup>, 2019**.
- All rooms will be set up in theater style, with sessions lasting 60 minutes for plenary sessions and 60 minutes for concurrent sessions.

- Each room will be equipped with the following Audio/Visual Equipment: laptop, LCD projector, speakers, Wi-Fi, remote, and podium microphone. Presenters requiring additional equipment must list the required equipment in their Call for Abstracts response.
- Presenters requiring handouts are responsible for bringing them on their own.
- All presentations must be submitted by **March 22<sup>nd</sup>, 2019**. Your presentation will be pre-loaded on the laptop in your breakout room.

All abstracts must be submitted online by Midnight, EST, **October 19th, 2018**.

If you have questions on the content of your abstract or on the conference's objectives, e-mail [hharper@vfhy.org](mailto:hharper@vfhy.org) or phone (804) 225-3004 and you will receive a response within 2 days.