Guidance for contributors
to the
2022 Annual Meeting

"Informing Public Health Policy with Compelling Evidence"

Questions?

Please contact us at info@sctweb.org

<u>Invited Sessions</u>
Due November 15, 2021

Proposals for a session which bring together a set of speakers and discussants to present the latest findings on an important and emerging issue in an area of clinical trials research, or which provide an up-to-date overview of a key aspect of clinical trials design, conduct, analysis or reporting are very welcome.

Key Information

- Session formats can vary; however, the duration should be 90 minutes in length and there should be a session chair.
- A session typically includes 3-5 participants including the chair.
- Two successful formats used in the past.
- 2-3 speakers with a discussant, or
- a structured and planned panel discussion with 3-4 panelists from different perspectives.

Your proposal should contain the following information

- Title.
- Speakers with affiliation and e-mail addresses for each.
- Session organizer (please add this individual's details in the additional contributors' section).
- Session chair (please add this individual's details in the additional contributors' section).
- Proposed session type (Invited talks, Panel, other).
- Written description of session to include focus, content, timeliness, appeal, and relevance to the theme, as well as specific titles for each speaker's talk (if applicable).

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<u>Contributed submissions for an Oral or Poster</u>
Due December 6, 2021

An abstract for a short presentation of topic relevant to the clinical trials is requested**.**

<u>Key Information</u>

- Submitter will be requested to specify if they wish to be considered for both an oral and a poster presentation or only a poster presentation.
- Those selected for an oral presentation will be grouped with other oral presentations with a similar theme in the program.
- Papers are usually allotted 15 to 20 minutes (including time for questions).
- Submitted abstracts should be as accurate and specific as possible as they will be included in the conference program.
- Preference will be given to abstracts that report completed investigation, analyses, designs, or methodological work over those that promise to report a work in progress if accepted. Similarly, preference will be given to new work and novel topics over reviews without any clear development or progression from previous research and understanding. Training or learning focused submissions should be submitted as educational submissions.

<u>Your proposal should contain the following information</u>

- Title in all capital letters with no abbreviations.
- Full names of authors without degrees or titles.
- Institutional affiliation, city, state or country of first author (additional contributors or authors can be added in space provided).
- Text of the abstract (500 word limit).

<u>Educational Submissions</u>
Due December 6, 2021

<u>Some of the themes we are interested in for workshops/tutorials include</u>

- Clinical trial conduct: recruitment and retention, ethics, study start up/close-out in multi-center trials, international trials, trial evolution over time.

- Patient reported outcomes and patient perspectives in clinical/trials decision making.

- Trial design and/or analysis: innovations in trial methods and outcomes.

- Artificial intelligence and 'data deluge'.

- Data sharing: Preparing, submitting and accessing trial data from data sharing platforms.

Pre-Conference Educational Workshops are courses on topical methods or issues related to clinical trials typically lasting around 4-hours, though 2-hour sessions will also be considered. The focus will be on education and training and will include hands-on work and plenty of time for questions and discussion. Please include a bullet point description of how the workshop will be structured (e.g. 10-min presentation followed by 30-mins of small group work with hands-on use of software etc).

In-Conference Tutorials are interactive sessions on a method or topic related to clinical trials. Tutorial sessions may include small-group work, hands-on use of tools and software, troubleshooting and 'ask-the-expert' time. In-conference tutorial sessions typically last 90 minutes.

<u>Your proposal should contain the following information</u>

- Primary contact (with affiliation and email address).

- Whether the proposal is tied to the overall theme (including a brief description).

- Category.

- Target Audience.

- Description of how the tutorial will be structured (e.g. 10-min presentation followed by 30-mins of small group work with hands-on use of software etc.)

SCT Thomas C. Chalmers Student Scholarship
Due December 6, 2021

Who is Eligible
Students currently enrolled in a graduate degree program (Masters, PhD, or DrPH) of an accredited college or university, or post-doctoral fellows (2 years from completing their PhD/DrPH). Previous finalists are not eligible.

Appropriate Topics for Submission
All clinical trial-related issues including (but not restricted to) study design and data analysis methods; meta-analysis; medical, ethical or legal issues in clinical trials; diversity and inclusion in clinical trials; data entry, management, monitoring, sharing, informatics, software development, and computing as it relates to clinical trials; review of the results or methods of a class of trials; or scholarship in the history of clinical trials. Important papers illustrating applications of novel methodology in clinical trials are particularly encouraged.

Application Requirements
- Applicant must be first author on manuscript.

- At the time of submission, the manuscript should not be published or accepted for publication in a peer-reviewed journal.

- Applicant must be willing to attend the SCT meeting in San Diego (May 15-18, 2022) to present the paper if selected as a finalist.

Submissions should include:
  - An abstract of maximum 500 words.

  - A short manuscript of maximum 3500 words, not including title, author names, tables/figures or bibliography; the total number of figures and tables is limited to 4.

  - A letter from the student's advisor/mentor or department chair confirming status as a student enrolled in a graduate degree program or post-doctoral fellow at the time of submission.

  - The manuscript and letter should be uploaded as a single (zipped) file on the submission portal.

- You must specify that if your submission is not chosen for this award, you would like it to be considered by the Program Committee for an oral or poster presentation.

NOTE: Each candidate can only submit one entry. However, candidates can be co-authors (not first author) on other entries.

What the Three Finalists and One Winner Receive
Three students will be designated Thomas C. Chalmers Student Scholarship Finalists and will receive travel and hotel expenses to present their papers at the SCT meeting in San Diego, CA in May 2022. The three finalists will present their papers at the meeting. The winner will then be selected by the SCT Scholarship Committee and be presented the Thomas C. Chalmers Student Scholarship Award in addition to a $500 cash prize.

SCT Sylvan Green Award
Due December 6, 2021

Who is Eligible
Physicians, dentists or other health professionals who are engaged as investigators or co-investigators in clinical trials or epidemiology projects.

Appropriate topics for Submission
All clinical trial-related issues such as study design and data analysis methods; meta-analysis; medical, ethical or legal issues in clinical trials; diversity and inclusion in clinical trials; data entry, management, monitoring, sharing, informatics, and computing as it relates to clinical trials; review of the results or methods of a class of trials; or scholarship in the history of clinical trials. Important papers illustrating applications are particularly encouraged.

Application Requirements
- Applicant must be first author on manuscript.
- At the time of submission, the manuscript should not be published or accepted for publication in a peer-reviewed journal.
- Applicant must be willing to attend SCT 2022 meeting in San Diego (May 15-18, 2022) to present the paper if selected as the winner of this award.

Submissions should include:
- An abstract of maximum 500 words.
- A short manuscript of maximum 1000 words not including title, author names, table/figure or bibliography; limit to only 1 table or figure. Preliminary results of the study should be included in the summary where applicable.
- The manuscript should be uploaded as a separate file on the submission portal.
- Indicate your credentials for eligibility.
- You may specify that if your submission is not chosen for this award, you would like it to be considered by the Program Committee for an oral or poster presentation.

NOTE: Each candidate can only submit one entry. However, candidates can be co-authors (not first author) on other entries.

What the Winner Receives
The winner will receive an Award covering travel and hotel expenses to present at the SCT meeting in San Diego, CA in May 2022.