

# Call for Latebreakers

**CAG2018**  
OCTOBER 18-20 | VANCOUVER

## **CAG2018: Making It Matter: Mobilizing Aging Research, Practice & Policy**

October 18-20, 2018  
Vancouver, British Columbia

*This is your invitation to participate in CAG2018, the 47th Annual Scientific and Educational Meeting of the Canadian Association on Gerontology. Abstracts must be submitted electronically no later than April 30, 2018, as detailed below.*

### **General Information**

The Canadian Association on Gerontology (CAG) is pleased to announce a Call for Abstracts for CAG2018, our **47th Annual Scientific and Educational Meeting**. The meeting will be held **October 18-20, 2018 in Vancouver, British Columbia at the Sheraton Vancouver Wall Centre**. For more information about the conference, please visit <http://cag2018.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. Abstracts are welcomed from all disciplines and all interests in aging, including research, practice, policy and related areas. International submissions are encouraged.

### **Submission Information**

The theme of the 2018 annual meeting is “**Making It Matter: Mobilizing Aging Research, Practice & Policy**”. Individuals are encouraged to submit abstracts which address this theme, although all submissions will be given equal consideration. Organizations are invited to make presentations that showcase their initiatives, programs or best practices.

- Latebreaker abstract submissions will be considered for *poster presentation* only.
- Latebreaker poster submissions *are not eligible* for the CIHR Institute of Aging Student Poster Competition.

Proposals must be submitted electronically. Proposals that are properly submitted by **September 17, 2018** will be considered for presentation at the meeting. The instructions for submitting an abstract are detailed in the sections below.

## Review Tracks

During the submission process (on step 3), you will be asked to submit your abstract to an appropriate track for abstract peer-review, as follows:

- Behavioural Sciences
- Biological Sciences
- Clinical Practice
- Health Sciences
- Humanities
- Policy and Programs
- Social Sciences
- Teaching and Learning in Gerontology

## 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.

### Who May Submit

Submissions are encouraged from all stakeholders who work or have an interest in the field of aging. Abstracts may focus on research, practice, programs and/or policy in gerontology and geriatrics.

**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.

**CAG Membership:** CAG Members receive a discounted registration rate. If you wish to become a member of the CAG, please visit our website for more information: <http://cagacg.ca/membership>

## How to Submit

Abstracts **must be submitted via the CAG2018 website** per the 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.

**Abstracts must be submitted by September 17, 2018.**

## 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 register and pay the registration fee.**

This includes ALL presenters, chairs and organization representatives who are in attendance at the conference. Full conference and one-day fees will be available. For more information, please visit <http://CAG2018.ca/registration>.

## 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://cagacg.ca/cja/>

## Audio-Visual Equipment Requests

Latebreaker abstract submissions will be considered for **poster presentation only**. No audio-visual equipment will be available for poster presentations.

## Instructions for Submitting an Abstract

To begin your abstract submission, go to the [abstract submission website](#):

<http://cag.conference-services.net/authorlogin.asp?conferenceID=4246&language=en-uk>

Please make sure your email system is set to allow messages from **support@oxfordabstracts.com**, **sendmail@oxfordabstracts.com**, and **conference@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 [conference@cagacg.ca](mailto:conference@cagacg.ca).

### **TO SUBMIT A LATEBREAKER ABSTRACT FOR POSTER PRESENTATION:**

1. Register to access the abstract submission system (you will need to do this only once).
  - a. *Please note, you will need to register again for CAG2018 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.
  - a. On Step 3 of the submission process, please refer to the "Submission Information" section of the Call above for selecting Divisions, Tracks and Special Themes.
7. You must select a "Poster" presentation. Latebreaker submissions will be considered only for poster presentation.
8. **Important information**
  - a. All abstract notifications will be sent 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.*
  - 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.
- g. Please review the “Abstract Submission Do’s and Don’ts” at the end of this document.

### Abstract Submission “Dos” and “Don’ts”

Please Do...	Please Don’t...
<ul style="list-style-type: none"><li>• Follow the submission directions outlined above</li></ul>	<ul style="list-style-type: none"><li>• Enter your title in ALL CAPS</li></ul>
<ul style="list-style-type: none"><li>• Submit your abstract to the appropriate track</li></ul>	<ul style="list-style-type: none"><li>• Include other information in the abstract title (such as your name, affiliation, address)</li></ul>
<ul style="list-style-type: none"><li>• Limit your submission to 250 words</li></ul>	<ul style="list-style-type: none"><li>• Include your degrees or any other information with your author(s)’ names</li></ul>
<ul style="list-style-type: none"><li>• Submit your abstract by September 17, 2018</li></ul>	<ul style="list-style-type: none"><li>• Include street addresses in your affiliation information</li></ul>
<ul style="list-style-type: none"><li>• Consider becoming a <a href="#">CAG member</a> if you don’t already belong to Canada’s premier multidisciplinary association of those who work or have an interest in the field of aging!</li></ul>	<ul style="list-style-type: none"><li>• Submit your abstract to symposium sessions unless invited to do so</li></ul>
<ul style="list-style-type: none"><li>• Review our <a href="#">Frequently Asked Questions</a> or <a href="#">contact us</a> if you need help!</li></ul>	<ul style="list-style-type: none"><li>• Use bullet points, tables or reference lists in your abstract</li></ul>

**ALL MATERIAL MUST BE RECEIVED BY SEPTEMBER 17, 2018**  
Thank you for your submission!