

Abstract Submission Guidelines for Core Curriculum Videos

On-line Abstract Submission Process Begins: March 27, 2017

Core Video Abstract Deadline Date: August 31, 2017 @ 11:59 PM EST

The submission of an abstract affirms that all authors named in the abstract have agreed to its submission for publishing in the AUA Core Curriculum and highlighting at the Annual Meeting of the American Urological Association, Inc.® (AUA).

It is the responsibility of the submitting author to ensure the abstract is in perfect order with no errors in spelling or grammar, as revisions will not be accepted. Abstracts will not be corrected.

Accepted abstracts may be captured and such audiovisual material may be used as deemed appropriate. To submit your abstract, you will be required to complete a Non-Exclusive License Agreement.

Expenses associated with the preparation, submission and presentation of an abstract are the responsibility of the author/presenter.

Submitted abstracts are graded individually by peer reviewers based on scientific merit and teaching quality. Videos should provide step-by step instructions for performing common surgical procedures. Abstracts must be written in English and, if accepted, presented in English.

Preparation of Abstracts

1. Size

The size of the abstract is limited to 2,280 characters not including spaces. This includes title, body of abstract, tables and graphics. Tables are calculated at 225 characters per table. Graphics are calculated at 225 characters per graphic.

2. Title

The title should clearly define the topic and contain no abbreviations.

3. Authors

List the primary author's full name, followed by the other authors' names. Spell out completely the names of all authors using full first name, middle initial and last name.

4. Body of Abstract

The abstract should be informative and detailed.

- The body must contain 2-3 separate paragraphs: a) Introduction, b) Details on Technique c) Results - if any specific to technique shown (not required)
- Standard abbreviations may be used as follows: on first use spell out the full term and follow with the abbreviation in parentheses.
- Graphs and/or tables may be used; characters in graphs and tables are counted towards the overall character limit of the abstract.
- Proprietary names of drugs are not allowed; generic names must be used.

5. Conflict of Interest and Disclosure Statement

All authors must disclose conflicts of interest through AUA's electronic disclosure system prior to submitting their abstract.

To submit your disclosures, please login here with your AUA ID:

<https://www.auanet.org/eforms/coi/>

6. Category List

Authors must submit the video to one of the following categories:

- Surgical Management of BPH
- Surgery for Male Stress Urinary Incontinence
- Surgery for Female Stress Urinary Incontinence

Guidelines for Digital Video Submissions

The AUA video program is in digital format. All accepted presentations will become part of the AUA Core Curriculum and be available for viewing at the AUA 2018. Accepted digital videos will be shown in a continuous feed at the AUA 2018 in San Francisco.

It is important that the overall quality of videos be as high as possible and this must be assured at the submission stage. All submitted videos will be reviewed initially for audio/visual clarity and quality.

Compression and Technical Guidelines

1. Accepted Standard

- Videos should be submitted in HD format to allow for the highest possible video quality
- Minimum dimensions accepted: 1280x720 (720p); 1920x1080 (1080p) preferred
- Frame Rate: When preparing your video for upload, it's best to maintain the

video's native frame rate when compressing your video. If your footage exceeds 60 FPS, we will automatically reduce the frame rate. If there is an option for key frames, choose the same value you used for frame rate. Important: Always choose "constant" frame rate instead of "variable" frame rate

- Bit Rate: If your video editing software gives you the option select "variable" and select a minimum bitrate between 2,000kb/s – 25,000kb/s depending of file resolution
- For tips on how to export a video from editing software, visit Vimeo's reference guide for exporting sequences from various different software vendors.
<https://vimeo.com/help/compression>

2. Accepted File Types

- MPEG-2
- MP4
- QuickTime H-264
- Windows Media Files
- Raw video files (.avi with little or no spatial compression)
- No third party Codecs accepted. Codec H.264 is preferred

Contact education@auanet.org with technical questions regarding any of these formats.

3. Submission Method

All videos must be submitted online. DVDs are not accepted. To upload online, please see the instructions below.

4. Video Upload Instructions

- Both the video file and the abstract file name should include a title, the first author's last name and upload date. *Example: Radical Prostatectomy Step by Step Primer_smith_02142017.*
- Videos and abstracts should be uploaded to the folder that corresponds with the abstract topic:
 - Surgical Management of BPH
 - Surgery for Male Stress Urinary Incontinence
 - Surgery for Female Stress Urinary Incontinence
- All submissions must be accompanied by a Non-Exclusive Agreement. (See #7 below.)

5. Content

- There must be only 1 subject per presentation
- All digital videos must be recorded in English and have some sound; music is not required
- The opening frames of the video presentation must begin with the exact title and include the authors' names
- Submissions of presentations that are exceedingly commercial in character are

- discouraged and such submissions are less likely to be accepted for presentation
- Submissions funded by commercial companies must be identified as such in a disclaimer at the start of the presentation

6. Length- 8 Minutes

Digital video presentations longer than 8 minutes in duration will automatically be rejected

7. Video Ownership Release

The AUA will only consider digital videos accompanied by a Non-Exclusive License Agreements which must be completed and uploaded with the video.

This allows the video, if selected, to be used in an AUA-related educational activity, inside or outside the geographic borders of the United States. The author(s) and institutions with which the author(s) are affiliated hereby transfer, assign or otherwise convey all copyright ownership to the American Urological Association Education and Research, Inc. (AUA/ER).

- Please note: Releasing ownership assumes ownership of all elements of the final production. If, for example, you use copyrighted music in your production, you must first receive permission from the copyright owner(s) to use the music for educational purposes. Most audio/visual elements require royalties pertaining to the number of copies that will be created. The easiest way to circumvent this issue is to use only royalty-free audio/visual elements in your video production or not use music at all

Frequently Asked Questions

Q: What is the NTSC Standard?

A: National Television System Committee (Abr.) The NTSC is responsible for setting television and video standards in the United States (in Europe and the rest of the world, the dominant television standards are PAL and SECAM). The NTSC standard for television defines a composite video signal with a refresh rate of 60 half-frames (interlaced) per second. Each frame contains 525 lines and can contain 16 million different colors.

Q: What is a pixel?

A: A combination of the words “picture” and “element.” A pixel is the smallest discernible sample of video information, the “little squares” that make up an overall picture.

Please contact AUA at education@auanet.org with questions regarding submission of videos.