The Frank B. Walsh Session opens the NANOS Annual Meeting in March 2014. The format of the program is similar to that used last year. All accepted abstracts will be presented orally as part of the Frank B. Walsh Session.

The Walsh Session will consist of short presentations and discussions of interesting, unusual and instructive cases in which the diagnosis is supported by pathologic material, bacteriologic cultures, laboratory analyses, etc. Pathologic material is encouraged but not required for acceptance. We encourage submission of pediatric cases and cases with interesting genetic testing. Titles are at the author’s discretion but please keep them relevant to the case material.

The committee that will select the presentations includes: Host: Prem Subramanian, MD, PhD and Committee Members: Neil Miller, MD, Vivek Patel and Timothy McCulley, MD; Neuroradiologist: Ari Blitz, MD and Pathologist: Charles Eberhart, MD, PhD.

Abstract Submission Instructions

The deadline for submission of abstracts is 11:59pm on October 31, 2013. Submissions received after this date will not be accepted. If your abstract is not selected for a Walsh case, there is an option to be considered for a NANOS poster. There is a check box in the submission process that indicates this option.

Online submission of the abstract text and representative images are available at this time.

To submit an abstract go to http://meetingassistant5.com/NANOS2014/ to register with the system. You will be asked to complete an abstract form and electronically submit representative radiology and pathology images (images must be uploaded as one document).

Please upload representative radiology and/or pathology slide images in PowerPoint format. Resolution should be high enough to be used at the meeting should the case be accepted. For all images (radiology and pathology), there should be clear identification of the dates/order in which they should appear in the text, as well as sequences (imaging) or magnification and stains (pathology). No word document, PDF or single images in JPEG, TIFF, or Photoshop will be accepted.

Pathology glass slides may be requested by the neuro-pathologist but do not have to be submitted initially. Complete imaging studies might also be requested by the neuroradiologist but do not have to be submitted initially.

The auditorium is set up for Power Point presentations using computer projection and will have video capability. You will need to bring a CD or USB memory stick with your presentation. Plan to load your presentation on the computer the evening before the Walsh Session. Please review your presentation materials to remove any identifying information such as patient names or institution. Please review your slides for material that may be offensive on the basis of gender, body image, group caricatures or grammatical errors.

You will be notified of acceptance of your paper by December 13, 2013, and the program will be sent to all presenters at least two months before the meeting.

Submitting an Abstract

A. Important Information

- **Presenting authors must be attendings, current fellows-in-training or residents.**
- If you are a fellow in training submitting an abstract, you must submit the name of the senior author. The senior author must be a NANOS member who is familiar with the Walsh Meeting, will mentor you with the presentation and will be present at the NANOS meeting. All fellows-in-training must review prior Walsh Session videos on the NANOS website prior to presentation.
- If you are a resident submitting an abstract, you must submit the name of the senior author. The senior author must be a NANOS member who is familiar with the Walsh Meeting, will be in the audience with a microphone in their hands and will mentor you with the presentation. All resident authors must be involved in the patient’s care and review prior Walsh Session videos on the NANOS website prior to presentation.
Avoid trade names whenever possible. Sometimes you need to say the trade name at least once, for clarity. For instance—natalizumab (Tysabri).

If you are submitting more than one abstract to the Frank B. Walsh Session, you can use the same email address and password for each abstract. The first author should be the presenting author. No more than one abstract per presenter. In other words, your name may be on multiple abstracts but it may only appear as first author on no more than one abstract.

B. Preparation of Your Abstract

- No identifying features such as names of hospitals, medical schools, clinics or cities may be listed in the title or text of the abstract. Do not include the names of authors either. The names of authors and their affiliations (institutions) will be submitted on-line when you submit the abstract.
- Titles are at the author’s discretion but please keep them relevant to the case material.
- All authors that had influence over the content of the abstract must disclose. When submitting the abstract online, please list the names of the authors and the corresponding financial disclosures.
- Six items are needed for submission of your Walsh case:
  1. History & Exam abstract (<300 words)
  2. Case Summary with References (<300 words)
  3. Case Dilemmas – e.g. difficult decision making, incorrect diagnoses (<75 words)
  4. Two/Three teaching points
  5. Representative Radiology Images (<10), additional images may be required for review
  6. Representative Pathology Images (<10), additional images may be required for review
- Crop out any patient identifiers in any images you upload.
- Based on the pathologists review, glass pathology slides may be requested.

The Submission Process

1. Log into the submission system at http://meetingassistant5.com/NANOS2014/. All users will need to create an account. Go to the submission system, and click on “New Account”. Complete the form with the required fields. Once that form is submitted, you will receive a confirmation email with your log in information. Keep this email for future reference.

2. Log into the system using the username and password you chose. Only one abstract may be submitted at a time. To submit additional abstracts, please return to the submission system and log in again.

3. When you click the “log in” button you will be taken to a screen where you can choose to submit an abstract for the Annual Meeting or the Walsh Meeting. Click the Walsh option. You will then be taken to the first step of the submission process. Please read the instructions on each screen carefully and reference the examples that it provides you. For Walsh submissions, there are six steps which are listed below. The system will show you your progress on the left hand side and indicate which of the steps you have completed.

   Step 1: Title
   Step 2: Authors
   Step 3: Body Text
   Step 4: Images
   Step 5: Information
   Step 6: Approve

4. After you approve your abstract in Step 5, the words “Submit Abstract” will appear in blue on the bottom of the left side tool bar. You MUST submit the abstract in order for it to be considered. NOTE: Once you submit your abstract, you will not be able to make any changes to it.

Withdrawing an Abstract

If you want to withdraw an abstract please contact the conference administrator at info@nanosweb.org or call (952) 646-2037.