



Canadian Nutrition Society
Société canadienne de nutrition

CNS Review and Abstract Competition Process

November 1 - Call for Abstracts. **Deadline January 31, 2023**

February 1 - Abstract submissions are reviewed, downloaded and converted to readable format by CNS staff.

Within 48 hours - Master abstract list is sent to CNS Awards co-Chair to review eligibility for abstract award competitions.

By 2nd week in February - Awards co-Chair approves list of eligible abstracts for competition program. Affiliation and funding source is removed from each abstract.

April - Abstracts published in APNM.

2nd week of February - Reviewed abstracts sent to CNS staff to be formatted for APNM. Final abstracts sent to APNM by late-February publication deadline.

2nd week of February - Abstracts randomly sorted by Awards co-Chair and equally distributed among independent reviewers along with the scoring rubric. Deadline to complete 1st review is end of February.

1st week of March - Awards co-Chair calculates the average of each reviewer's individual abstract scores to identify the top 25 finalists. Awards co-Chair creates a sub-committee to undertake a second and final review.

1st week of March - 2nd review of ranking completed by sub-committee. Top 16 abstracts are identified (top 8 chosen for Oral Competition; next 8 chosen for Poster Competition).

March 10, 2023 - All Abstract Authors are notified (Abstract is accepted / not accepted). Oral Competition finalists are also notified and provided with timelines and next steps. Oral Competition finalists must accept/decline invitation to participate by **March 17, 2023**.

March 18, 2023 - Poster Competition finalists are notified and provided with timelines and next steps. Poster Competition finalists must accept/decline invitation to participate by **March 24, 2023**.

If one or more authors do not agree to participate or do not RSVP, the next highest ranked abstract author is selected.

Mid-April - Judging/presentation times determined and communicated to the top 16 finalists.

All abstract authors receive floor plan, location #, dimensions/specs for printing, set-up and dismantle times.

All Authors must register for the conference by April 20th, 2023. Authors who do not register by this date will be removed from the Poster Program. Registration by early-bird deadline (March 24, 2023) is encouraged.

Mid February 2023 - Call for Late-Breaking/Encore Abstracts. **Deadline March 10, 2023**

2nd week of March - Late-Breaking¹/Encore abstracts² are sent to CNS Awards co-Chair for review within 48 hours.

March 20, 2023 - Late-breaking/encore abstract notifications are sent by CNS with list of actions and timelines.

¹Late-breaking abstracts are not published in APNM.

²Encore abstracts are any study submitted more than once to different journals under the same abstract. The abstract includes reproduced data of an original abstract with or without minor changes and which communicates the same clinical data.

Timelines are estimates and subject to minor deviations.