



SHARC Abstract, Presentation, and Publication Form

Prior to Conference/Journal Submission

Prior to submitting your abstract/presentation/manuscript to a conference or journal, please use this form to submit the abstract/manuscript document to the Concept Administrator and/or Concept Executive Committee for review and approval.

Please be sure to include the following:

- a.) Concept ID and Co-authors as identified in the Concept Writing Group
- b.) Conference/Journal Name and Submission Due Date
- c.) Approval by Principal Investigator of dataset (email confirmation)
- d.) Documentation to confirm DOH approval (if DOH data used)
- e.) Grant Number Acknowledgement

Abstracts/manuscripts will be reviewed by the SHARC Concept Administrator who will confirm with the SHARC Core Faculty Member and/or Concepts Executive Committee that the work is ready and approved for submission. The Concept Administrator will respond within 5 business days of receiving your request to submit an abstract, presentation, or manuscript. If you do not receive feedback within that timeframe, you may email the Concept Administrator at: sharcconcepts@gmail.com.

Final Conference/Journal Submission

Upon acceptance of the final draft of your abstract by a conference or your manuscript by a journal, please use this form to submit the final abstract/manuscript document to the Concept Administrator as a Concept Progress Report.

Concept ID: *

Lead Author Name: *

First Name Last Name

Lead Author Email: *

example@example.com

Co-Authors: *

List the names of all co-authors

Submission Title: *

Submission Type: *

- Abstract (poster presentation)
- Abstract (oral presentation)
- Manuscript (journal submission)

Request Type: *

- First request for Concepts Executive Committee approval prior to submission of an abstract/manuscript to conference/journal
- Final version of an abstract/manuscript that was accepted by conference/journal

Conference or Journal Name (if not a Conference or Journal, please describe the forum in which your work will be presented): *

Conference Location or Journal Publisher: *

Conference Date:

 

Date

Publication Year

 

Date

PMCID or NIHMSID (if not applicable, please indicate N/A): *

DOI (if not applicable, please indicate N/A): *

Has this abstract/manuscript been reviewed and approved by all co-authors in your Working Group? *

- Yes
 No

Upload documentation (email, letter, etc) to confirm approval by Principal Investigator of dataset:

No file chosen

Does the abstract/manuscript include the correct grant number acknowledgement? *

- Yes
 No

Does the abstract/manuscript use data from the DOH (Department of Health)? *

- Yes
 No

Upload documentation (email, letter, etc) to confirm DOH approval (if DOH data used)

No file chosen

Please upload your abstract, presentation, or publication. *

No file chosen

Additional Notes/Comments