

### CALL FOR ABSTRACTS - INSTRUCTIONS

The Pediatric Endocrine Society (PES) invites submission of scientific and clinical abstracts for the PES 2026 Annual Meeting.

### **Important Dates**

- Abstract submission portal opens: September 8, 2025
- Submission deadline: December 5, 2025 @11:59 PM ET
- Late Breaking abstract portal opens: January 9, 2026
- Late Breaking Submission deadline: January 26, 2026@11:59 PM ET
- Conference Registration Opens: February 2, 2026
- Notification of acceptance: February 13, 2026
- Abstract Acceptance Deadline: February 27, 2026
- Meeting dates: April 30 May 3, 2026 | Marriott Marquis San Francisco, CA

### **General Information**

- All abstracts undergo peer review.
- Accepted abstracts assigned to oral or poster presentation.
- Outstanding trainee abstracts will be highlighted.
- All accepted abstracts will be published in Hormone Research in Paediatrics.

### **Abstract Guidelines + Preparation**

- **Length:** Maximum 2,500 characters (including spaces; excludes title and uploaded figures/tables).
- Title: Use ALL CAPS. Keep concise and avoid abbreviations.
- **Authors:** List credentials without periods (e.g., **MD**, not M.D.). Indicate if the first author is a student, resident, fellow, or junior faculty.
- Structure (recommended):
  - Objectives: Study aims
  - Methods: Design, population, interventions, analyses
  - o Results: All outcomes, with statistics included
  - Conclusions: Main findings; avoid vague statements like "results will be discussed"
- Abbreviations: Define nonstandard abbreviations at first use (limit to three).
- **Drug Names:** Use generic names in lowercase.
- **Device Names**: Use generic names in lowercase.
- **Proofreading:** Carefully review for grammar, spelling, and formatting **no changes allowed** after submission.
- Case Reports are allowed. Suggested structure: Background/Case Report/Conclusions.
- Tables/figures may be uploaded as PDFs. If the patient is identifiable, authors must follow their local institutional policies regarding informed consent and IRB review. In cases where

- the report is fully de-identified, consent requirements should be determined according to institutional guidelines
- Clinical Trial Design Abstracts are permitted. Suggested structure: Objectives, Methods, Results (planned outcomes), Conclusions.
- Al-Assisted Abstracts: Authors are required to disclose any use of artificial intelligence (Al) tools in preparing their abstract, including the purpose of use (e.g., editing, language refinement, data analysis) and the proportion of text, if any, generated by Al. Submitting authors remain fully responsible for the accuracy and integrity of the content. Failure to provide a clear disclosure may result in rejection. Please see below for sample disclosure statements that authors may adapt as appropriate:
  - o "Al tools (e.g. ChatGPT) were used for grammar and language editing only; 0% of the abstract text was generated by Al."
  - "Al tools (ChatGPT) were used to draft 20% of the background section. All content has been reviewed and verified by the authors"

### Review + Grading

- Abstracts will be peer reviewed using anonymous grading.
- Avoid institutional references, author names, or affiliations in the abstract text.

# **Prior Publication Policy**

Abstracts must be original. At the time of submission:

- They must not have been presented at a national or international meeting.
- They must not contain previously published data.

# **Abstract Categories**

You will be asked to select the most relevant topic:

Adrenal • Bone & Mineral • Glucose Disorders • Diabetes • Hypoglycemia • Environmental Endocrinology/Disruptors • Equity, Diversity & Inclusion • Fetal & Neonatal • Global Health • Genetic Syndromes • Growth/GH-IGF • Lipids • Medical Education • Multisystem Disorders • Neuroendocrinology/Hypothalamic Pituitary • Obesity • PCOS • Puberty • Quality Improvement • Sex Differentiation/DSD • Thyroid • Transition to Adult Care • Transgender Health • Glucose Disorders • Endocrine Neoplasia/Late Effects of Cancer • Other

## **Tips for Strong Research Abstracts**

- Report outcomes, not just program descriptions.
- Provide full results, not just planned analyses.
- Include details on statistical methods (not just p-values).
- Negative findings are welcome and valuable.

#### Submission + Fees

- Submission fee: \$50 USD per abstract (used to support fellow travel scholarships).
- Figures/tables: One PDF file may be uploaded.
- **Portal:** Login to start, edit, and submit. Abstracts may be saved as "Pending" and completed later, but only **Submitted** abstracts will be reviewed.

### **Presenter Responsibilities**

• All correspondence will be sent **only to the submitter's email**. PES will not contact coauthors directly. It is the submitter's responsibility to share all information with co-authors and confirm the presenting author(s).

- The submitter is responsible for submission, communication with co-authors, and final confirmation of presentation.
- The presenter must be registered for the Annual Meeting and is responsible for travel/lodging costs.
- Substitution of presenters must be requested in writing to PES by the specified deadline.

#### **Policies**

- Conflict of Interest: Disclose funding from proprietary organizations (e.g., pharma/device companies).
- **IRB/Ethics:** All human/animal studies require IRB/ethical approval or exemption letter. Case reports must have patient consent if identifiable.
- **Al Use:** If Al tools were used to generate content, disclose in the Methods section. <u>Authors remain responsible for accuracy.</u>
- Withdrawal: Requests to withdraw must be submitted in writing before April 1, 2026.
- Acceptance Policy: By submitting, you affirm compliance with PES abstract requirements, including IRB/ethics approval, disclosure of conflicts, and presenter responsibilities.
  Accepted presentations may be recorded and shared by PES for educational purposes.

### **Presentation Guidelines**

- Oral Presentations
  - o 8 minutes total.
  - o Live Q&A follows each talk.
- Poster Presentations
  - o In-person posters displayed in the exhibit hall.
  - Presenters must attend designated poster sessions.