



Ultrasound Ninja

Submission guidance

The Ultrasound Ninja Submission Guidelines

Deadline for submissions: [Wednesday 31 January 2024, 11:59pm \(GMT\)](#)

You are invited to submit an abstract on the following title - [The Ultrasound Ninja](#).

Ultrasound has materially changed the course of critical care. Have you stepped out of the shadows with your ultrasound machine to help make a game changing diagnosis, provide diagnostic support, alter management or transform care?

Share your story and ninja precision ultrasound skills by submitting an abstract of no more than 500 words outlining your case together with a brief description (a teaser!) of what your ultrasound will show. The highest scoring abstracts submitted in response to this title will be invited to submit a 5-minute pre-recorded video for subsequent consideration by the review panel. Please note, it is the presenting author's responsibility to record and supply the 5-minute video as a landscape (16:9) MP4 video.

The authors of the top six video submissions will be invited to give a live presentation at the SOA24, taking place 18-20 June 2024 at the ACC Liverpool. The remaining submissions will be offered the opportunity to produce and present a 5-minute ePoster followed by 2-minute discussion.

Eligibility: All members of the multi-professional team - all professions, all grades, including students.

Please read the instructions below carefully before preparing your abstract

- Aim to capture the Programme Committee's interest
- Be clear and concise
- Check the abstract carefully for spelling, grammar, readability and clarity

Online

If successful and selected to give an oral presentation, your session will be recorded and available for registered delegates to watch on demand for six months after the Congress.

Published abstracts

All accepted abstracts will be published in the Journal of Intensive Care Society (JICS) (PubMed Indexed).

Certificates and awards

A winner of Ultrasound Ninja will be announced during the Closing Plenary session on Thursday 20 June 2024. The winner for each will receive a [complimentary 3 day registration for SOA25 or SOA26 - your choice!](#)

All presenting authors will receive a presenter certificate for their portfolio.

Key deadlines

| | |
|------------------|---|
| 31 January 2024 | Abstract submission deadline |
| 28 February 2024 | Submitting authors notified of the outcome of their submission. Top scoring authors will be shortlisted and requested to submit a 5-minute video for consideration. |
| 16 April 2024 | Deadline for shortlisted authors to submit a 5-minute video |
| 30 April 2024 | Early bird registration deadline |
| 1 May 2024 | Successful authors notified of the outcome of their 5-minute video and whether they have been accepted for an oral presentation or a poster discussion |
| 8 May 2024 | Successful submitters to confirm acceptance of their place |
| 17 May 2024 | Deadline for registering for SOA |
| 4 June 2024 | Deadline for poster presenters to submit ePoster. Please note, authors presenting the Oral Ultrasound Ninja presentation are not required to submit an ePoster. |

Amending a submission

If you wish to amend your submission you can do this at any time up to the deadline of **11:59pm (GMT) Wednesday 31 January 2024**.

Queries

If you have any queries about the submission process or you want to withdraw your submission please contact us at soa@ics.ac.uk.

Using the abstract submission system

Submitting an abstract is a multi-step process. Some questions are marked 'required' and you will not be able to complete your submission until these questions have been answered. You will save your work as you proceed through the pages. If you have to stop part way through the process please complete all questions in the current page, then proceed to the following page. Your submission will be saved and you can return to complete your work at a later stage. After you have completed submission, you can continue to amend your work until the submission deadline.

Submission agreement

You will need to confirm your acceptance of the submission terms and conditions before proceeding – these are as set out below:

- All correspondence will be sent to the submitting author. It is the responsibility of this person to pass on any relevant information regarding the submitted abstract and the Congress to the presenting author and co-authors

- If accepted the presenting author must register and pay for a three-day in-person Congress ticket at the appropriate rate for the presenter according to their professional status by 17 May 2024 - failure to register by this date may result in your presentation being withdrawn from the Congress programme
- It is the responsibility of the presenting author to arrange and pay for their own travel and accommodation as required
- The authors agree that the Intensive Care Society will publish all abstracts from SOA24 in JICS and may record the presentation for subsequent use, as deemed appropriate, unless discussed and agreed in advance. If for any reason your abstract cannot be published, please specify when completing your submission
- Permissions - If your submission features ultrasound clips or images that were captured for patient care, no further permissions are needed, **providing that all material is completely anonymised**. The same is true for the abstract. For example, location might be decipherable, so please don't state the patient's actual age or sex (instead, use something like "a patient in their 30s") unless it's essential to the narrative and you have the patient's written consent to do so. If images are captured for training or education, they **must** have permissions (verbal or written). By submitting your abstract and completing the agreement you are confirming that permissions have been gained as required. You do not need to forward this to us

Agreement

I agree to be responsible for the organisation of the presentation including ensuring any patient permissions have been gained for the presentation, acknowledgement of the review outcome, registration of the presenting author and, where relevant, the submission of presentation slides. I understand that to accept the invitation to display this poster at the event the presenting author must register for a three-day in-person ticket at the appropriate ticket category (at the time of the event).

Abstract details

Title - Your suggested title should be succinct yet clearly describe the abstract. Use sentence case (i.e. the first letter of the sentence is capitalised, with the rest being lowercase except for proper nouns and acronyms). Do not use any abbreviations in the title. The titles of accepted abstracts will be published in the final Congress programme and on the Congress app (Maximum 160 characters).

Description - Please enter a brief description of the abstract, the full submission will be uploaded on the next page.

Category - Please select Ultrasound Ninja from the dropdown list.

Requested method – Oral / Poster.

Contact details

Please enter the contact details of the person submitting the abstract. Please note that all correspondence will be with the submitter of the abstract, therefore it is important that we have accurate and up-to-date contact details. Please email soa@ics.ac.uk if there is subsequently a change in contact details.

Lead author details

Please enter the details of the main author associated with this abstract.

Additional details

Please enter your occupation, grade, city/ region and any co-authors associated with this abstract. Co-authors are not mandatory, but please ensure you add all authors at the time of submission or prior to the submission deadline.

Conflict of Interest - Please give details of any potential conflicts of interest that you could have as part of your abstract submission, financial or otherwise, which could influence or be perceived to influence the content of the poster (Max 100 words).

Abstract cannot be published - if for any reason your abstract cannot be published, please specify the reasons here.

Upload area

Your abstract should be on the title – **The Ultrasound Ninja**

Please upload your abstract as a word document (.doc or .docx), maximum file size 5mb

Your abstract should not exceed 500 words and should include a brief description (a teaser!) of what your ultrasound video will show, (excludes title, author and references).

General style guidelines

- Use standard abbreviations only and place any unusual abbreviation in parentheses after the full word the first time it appears
- Use generic names of drugs
- If reference is made to proprietary products or equipment, the manufacturer's name and location should be included in parentheses
- Please check your abstract carefully as it will not be edited
- Graphs, tables and images can be inserted. All images, symbols, tables, graphs and lines should be clear and distinct (Maximum file size 5MB)

Abstracts should be structured under the headings

- Introduction
- Main body
- Conclusion
- Brief description of ultrasound video

References

- References should be listed in the separate box in the abstract submission and should not exceed 200 words
- A maximum of five references will be accepted
- References should be complete, correct and conform to the Vancouver reference style. Some more information and examples are included [here](#)
- References cited in the body of the abstract are included in the word count.
- For journals - volume, issue and page numbers must be included
- Only sources referred to in the text should be included in the reference list

Hitting the next button will submit your abstract, and you will receive email confirmation. Please contact us soa@ics.ac.uk, if you do not receive confirmation that it has been received. You can access any submissions made, by logging into your account and selecting 'My submissions' on the 'My account' menu.

Review criteria

Reviewers are asked to mark the abstracts using the judging criteria listed below. A score of ten is the highest that can be awarded. A score of one is given when the submission cannot be judged due to the lack of information provided. It is the responsibility of the person submitting the abstract to ensure that the abstract addresses the following criteria:

- Content
- Originality
- Utility of ultrasound
- Relevance to critical care
- Overall impressions



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