DISCLOSURES

I am an employee of Caudex, McCann Health Medical Communications, which provides medical communication and publication services to pharmaceutical and biotech clients.

The contents of this presentation do represent the views of my employer.

I am presenting this joint work with the consent of my co-authors:

- Cate Foster
- Liz Wager
- Mina Patel
- Steve Banner
- Nina Kennard
- Antonia Panayi
- Rianne Stacey
GPP3 AND CONGRESS PRESENTATIONS

Generally “journal or congress” throughout

3. Journal and congress requirements should be followed, especially ethical guidelines on originality and avoiding redundancy (that is, duplicate publication).

2.3: Authorship

2.3.1: Qualifications for Authorship. We recommend using the ICMJE authorship criteria, updated in 2013, unless the target journal or congress has different requirements.

Previous congress presentations of a study should be disclosed when a manuscript is submitted to a journal.

3.2: Presentations at Scientific Congresses

Congress guidelines should be followed for abstract submissions and presentations. Authors should disclose prior presentations at other congresses (if the abstract submission system allows) and include the trial registration number, if possible. The same authorship criteria used for journal publications (for example, as described by the ICMJE) should be used for congress presentations. A repeated presentation of the data to different congresses is permissible to reach different audiences, provided that the congress permits this “encore” presentation and copyright requirements are respected. Encore presentations should usually have the same authorship as the original presentation. However, authorship of encore presentations at national or local meetings may differ slightly (for example, to enable presentation in the appropriate language in situations where the congress does not allow nonauthor presenters), provided that all original authors agree.

For encore presentations of abstracts at local language congresses where presenters are required to be an author, an additional name may be added to the author list (with all authors’ permission) for the purpose of presenting on behalf of the group in the local language. This person should be clearly identified as “Presenting on behalf of . . .” in the abstract author byline if possible but at least in the presentation.
UNANSWERED QUESTIONS

Authorship (too many to count)  Handouts
Approval (…and translations)  Patient attendees and promotion?
Copyright  …and many more
Redundant publication (encores)
Publishing vs disclosure via abstract
Distribution (preliminary results)
Disclosures (extent?)
Congress peculiarities
E-posters
Citations
TAKING IT FORWARD

We were very GPP3 compliant:

• Kick-off TC, brainstormed and listed unresolved issues
• Circulated for comment
• Assigned responsibility for various sections to working group members
• Brought it all back together and started organizing it
• Realised there were still holes
• Filled those…
• Posted the original draft as a preprint on PeerJ
PUBLICATION DEVELOPMENT

Tabulated PeerJ feedback
Author meeting to discuss and action
Revised document according to discussions
All authors approved for submission to Research Integrity and Peer Review (RIPR)
Peer review comments received (eventually)
Author meeting to address/rebut one blind reviewer, one open
Resubmission and acceptance!
We’ve had tweets from the UK Research Integrity Office (UKRIO) and a retweet from the Peer Review Congress.

>1500 accesses in the first 3 weeks

~4300 accesses in total (Oct 2019)

Serialized on Twitter by Turacow
COVERAGE
STRUCTURE

Same structure as GPP3

Intro

Methodology

Principles

Recommendations
  ▪ Numbered sections to aid navigation
  ▪ Some repetition, but deliberate if relevant to >1 section
PRINCIPLES

Authorship – acknowledging practical limitations like availability and language skills

Author contributions – practically, how much can an author truly contribute to e.g. 250 words

Transparency – expectations should be no lower than in a full manuscript

- contributors (vs authors)
- study linkage/registration
- funding disclosure and COI
- use of medical writers
CONFERENCE ORGANIZERS SHOULD:

Encourage the inclusion of contributor lists on posters and slides

Include a field for trial registration details on abstract forms and publish this information with the abstract

Include a field for sponsor information on abstract forms and publish this information with the abstract

Include a field for disclosing medical writing support on abstract forms and publish this information with the abstract

Use ORCID identifiers to identify authors and presenters

Not set arbitrary limits on the number of authors, and permit the use of study group names

Distinguish between authors (meeting the ICMJE criteria) and any additional individuals (who are not authors or contributors) included in the submission, for example, as a result of a requirement for a society member to sponsor submissions. With limited space in any printed book of abstracts, this information might be restricted to appearing with the online version of the abstract
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ROADMAP

DURATION | STAGE | CONSIDERATIONS*
--- | --- | ---
**Authorship/presenter**
Authorship (1.2)
Lead author
Presenter (1.3, 3.2.3, 3.3.1)
Order of authors (1.1.5)
Other
  - Use of group name (1.2.2)
  - Acknowledgements
  - Requirement for academic sponsor (1.3)

**Abstract preparation**
Use of medical writers (2.3)
Acknowledgements (2.3)
Authors require access to relevant study material (1.1.3)
Dummy submission
CHECKLIST FOR ABSTRACTS
  - Study ID/trial register # (2.1)
  - Funding (2.2)
  - Conflicts of interest
  - Reporting guidelines (e.g. CONSORT for abstracts)
  - Identify encores (4.3)
  - ORCID (author ID) (1.1.7)
  - Copyright (5.0)

**Abstract approval/submission**
All authors should approve abstract (1.1.1)
Role of medical writer (2.7)
Use of interpreter/translators for foreign language abstracts (1.1.4)

**Poster/slide preparation**
Use of medical writer (3.1.8)
Author approval (3.1.4)
CHECKLIST FOR PRESENTATIONS
  - Conference requirements (size, layout, poster ID, number of slides)
  - Study ID/register # (3.1.1)
  - Authors (3.1.3)
  - Presenter requirements (1.3)
  - Contributor list (1.1.6, 3.1)
  - Funding disclosure (3.1.2)
  - Conflicts of interest (3.1.2)
  - Supplementary information (QR codes) (3.2.4)
  - Encore presentations (4.6)

**Presentation**
Local language presenters (1.3)
Non-author presenters (1.3.2)
Change of presenter (1.3.1, 1.3.2, 3.1.3)
Posters (3.2)
Oral presentations (3.3)

**Other considerations**
Poster repositories (3.2.1)
Persistency (3.2.4)
Recording presentations (3.3.3)
Copyright (5.0)
Citing conference material (6.0)

*Key stage in the development of a conference submission is planning. This includes aspects such as selecting the target conference(s), the number of abstracts to be submitted, the suitability of encore presentations etc. These planning aspects are not considered within scope for GPiCAP so are not discussed here.
RECOMMENDATIONS
1. AUTHORSHIP

Follow ICMJE as far as possible, but recognize there is a limited amount of ‘significant input’ that can go into a 250 word abstract.

all named authors should review at least once and approve the final content.

Use of translators and acknowledgement, vs local language presenters.

What to do when lead authors don’t want to be involved (usually for encores)

support company authors’ right to present (assuming suitable role).

Local presenters, sponsoring society members and non-author presenters.
2. ABSTRACTS

Please don’t make us waste word count on administrative details

Study IDs and funding statements should be included

Word counts vs CONSORT for abstracts – more space needed!

Post-publication encores should be avoided – redundant!

Permit proxy submission and avoid one-hit wonder submission sites
3.1 PRESENTATIONS

Title and authors should match submitted abstract
- Guidance on disappearing authors

Study IDs and funding statements should be included

Author review and approval (see section 1)

No mega-changes after all-author approval
- Actual final version should go to all authors if changed

If the data change between the abstract and the presentation...
- minor: add a footnote
- major: alert the congress

Full disclosure of writing/design support
3.2 POSTERS

Consider whether posters posted online may jeopardize full publication

Posters are NOT peer-reviewed. If you must cite it, only do so until the full publication is out, see also section 6

Poster presenters should be agreed before abstract submission, but acknowledge that plans can change. For options on alternative presenters, see section 1

If there isn’t room on the poster for all the disclosures, contributor lists etc, consider a QR code

Persistence of online material:
- Online content/QR content should only be accessible by attendees, unless specified otherwise by the conference organizers
- Consider limiting QR accessible content to the duration of the meeting
- Online content should come down once the full publication is out
Presenters should be agreed before abstract submission, but acknowledge that plans can change. For options on alternative presenters, see section 1 the originally intended presenter should brief their substitute

Non-author presenters should be clearly identified as such

Recorded presentations or standalone slide postings present the same issues as online posters

Persistence – same issues as for posters

“But the speaker changed it all in the rehearsal” dealt with in Section 1
4. ENCORES

Just because you can, doesn’t mean you should

Encores should be clearly identified as such, on the abstract submission and subsequent poster or oral presentation

When is an encore not an encore?

- Update of existing data set ≈ encore (declare previous presentation of earlier data set)
- Adding new data ≠ encore (declare part of the data have been presented previously)
- Encore checklist
5. COPYRIGHT

Read the licensing agreement during submission to see what you’re actually giving away

As © in a presentation resides with the authors (unless explicitly signed over):

- Consider asking authors to assign usage rights (e.g. for encores) to the sponsor after the first presentation
- Be mindful of third-party material in presentations – additional permissions may be required for encores

If conferences require usage rights, please consider CC BY licences

Don’t try rewriting what would otherwise be an encore to avoid the requirement for copyright permission
Encourage users not to use conference **presentations** as citations. Abstracts if you must

Conference presentations are not peer-reviewed:
- Abstracts are screened by a scientific committee
- Posters and oral presentations are rarely (never?) screened

The abstract is published, the poster isn’t, so consider what is publically available and discoverable (if you can get a doi, that helps with discoverability)

Caution regarding persistence of conference outputs

If your poster had data that your publication doesn’t, consider supplementary info to get those data citable (rather than persist in citing the paper and the poster)
WHAT NEXT?
Submit questions/comments/cases to the website (https://gpcap.org) via contact form

Ask us on Twitter, using #GPCAP

Please don’t hyphenate (#GP-CAP = tweets about baseball caps worn by Lewis Hamilton, mostly)

Website has additional references around the subject and is curating resources about preparing good conference presentations
USE IT

With clients
It’s CC BY so can be distributed without permission, as long as attribution is retained
BUT – please send the link, so we get the download metrics
Problem-solve with it, make recommendations based on it

With authors
Again, problem-solve with it, badger them with it

With colleagues
Test it with real-life scenarios
Good Practice for Conference Abstracts and Presentations

THANK YOU