



Guidelines for Abstract Reviewers

Thank you for kindly offering to review a number of abstracts for the 2010 International Surgical Congress, 'The Challenges of Surgery'. The following Guidelines are designed to ensure, as much as possible, consistency in the marks.

You will see from the list below that the categories for abstract submission are theme-based rather than specialty-specific, reflecting the pan-surgical nature of the Congress. You are therefore likely to be allocated a varied mixture of abstracts, many of which will be outwith your normal clinical practice. We would be grateful if you could assess these based on their scientific and educational value.

1. 2010 Topics for Abstract Submissions

Abstracts have been submitted in the following categories:

- Basic / Applied Clinical Science
- Cancer / Surgical Oncology (GI)
- Cancer / Surgical Oncology (Non-GI)
- Chronic Disease
- Cost and Quality
- Delivery of Service
- Education / Training
- Emergency Surgery
- General
- Hernia/Soft Tissues
- Minimally Invasive Surgery
- Patient Safety
- Perioperative Care / Nutrition
- Randomised Controlled Trials
- Service Provision
- Simulation and Technology in Surgery
- Surgical Audit
- Surgical Complications
- Surgical Leadership and Management
- Trauma / Critical Care
- Vascular (Arterial)
- Vascular (Venous)

2. Marking Criteria

A. Please review each abstract considering the following criteria:

- Abstract quality (clear objectives, design, discussion and appropriate conclusion)
- Originality (mark down if presented elsewhere or is salami slicing of data)
- Scientific merit (PRCTs usually better than retrospective case control studies)



- B. Abstracts should be submitted as text and tables only and not contain any figures, graphs or diagrams. Please reject, by marking 0, any abstracts that contain these elements.
- C. Any abstract which goes outside the limits of the template should be rejected automatically.
- D. Any conflict of interest must be noted by checking the appropriate box in the grading system on-line. You should not grade any such abstracts.

3. Grading an abstract

The abstracts should be scored out of 5 using the following guide:

- **5: Excellent**
- **4: Good**
- **3: Average**
- **2: Poor**
- **1: Very Poor**
- **0: Reject**

4. Reviewing and Grading Online

ASGBI operates an online abstract review system through Oxford Abstracts. This system allows reviewers to review and grade the abstracts allocated to you online. To review your allocated abstracts visit:

<https://asgbi.conference-services.net/refereelogin.asp?conferenceID=1919&language=en-uk>

and enter your email address and the password, which will be emailed to you in due course.

You will then be able to view the abstracts online or download them as you wish and to grade them online. Your grades can be accessed through the site by the Association and you do not therefore need to email your grades separately. Once an abstract has been graded, the grade is shown to the right of the 'Grade' button and you can return to the screen at any time to amend it.

Please review and score all abstracts on their merit as the overall mean score will be used to rank the abstracts, with the highest scoring ones being selected for oral presentation and the next highest scoring ones for poster presentation. To help with the editing process we would be particularly grateful if you could comment on any grammatical or spelling amendments necessary using the space provided for Additional Comments.

5. Queries

We would be extremely grateful if you could complete your review by end of play on **Monday 4th January 2010**. Should you have any queries please contact Suzy Mercer, PA to the Chief Executive, on 020 7973 0302 or at smercer@asgbi.org.uk.