

The ASN abstract submission procedure is based upon the tradition of individual investigator and co-investigator (multiple individual co-investigators) when conducting research. Occasionally, abstracts may be submitted by both individual study authors (co-authors) and a study group/team of investigators who participated in the research. Because the ASN abstract submission site can only recognize individuals, ASN has developed the following “workaround” for a study group/team.

### ASN Record (required)

#### 1. [Create ASN Account](#):

- a. Check Email Address: *Enter a unique email address (do not duplicate an email already entered or to be entered for an individual study author/co-author)*
- b. CME Type: *Select “Non-Physician”*
- c. Are you a medical student, resident, technician, or administrator? *Select “No”*
- d. First Name: *Enter the word “The”*
- e. Last Name: *Enter the name of the study group or study team*
- f. Organization: *Enter the name of the study group or study team*
- g. Address Lines: *Enter the submitter’s address*
- h. Phone: *Enter the submitter’s phone number*
- i. Email: *Enter the unique email address*
- j. Password: *Create a password and confirm it*
- k. Click “Create ASN Account”

#### 2. **Submit Abstract Online:** You are now logged into ASN with the study group/team’s account.

- a. If you would like to continue the abstract submission process using the study group/team’s account, then go to the [abstract submission site](#).
- b. If you would like to continue the abstract submission process using another account (e.g., individual study author), please log out, then log in with the other account, then go to the [abstract submission site](#).

### Disclosure (required)

1. Complete the [disclosure form](#) for the study group/team.
2. Because the group/team is comprised of many individuals, it is reasonable to conclude that no single group/team member’s individual relationship(s) would result in a conflict-of-interest(s) related to the abstract, therefore the submitter should indicate “No, neither I nor my spouse/partner have anything to disclose.”

### Questions?

Technical support questions to Coe-Truman Technologies at [C4asupport@coetruman.com](mailto:C4asupport@coetruman.com).  
Programmatic questions to ASN at [education@asn-online.org](mailto:education@asn-online.org) or 202-640-4660.