

# Society of Toxicology 2011 Annual Meeting Proposal Review

## Important Dates

April 30 <sup>th</sup>	Proposal submission site closes at 11:59 PM EST
May 3 <sup>rd</sup> – 12 <sup>th</sup>	SOT review groups log into the site for final review
June 9 <sup>th</sup>	Proposal developer and proposal Sponsor notified via email of proposal decision.
July 1 <sup>st</sup> through August 15 <sup>th</sup>	Abstract submission site for invited speaker abstracts for tentatively accepted Symposia and Workshop sessions closes at 11:59 PM EST

## Important Terms and Definitions:

**Review Group(s)** – SOT Committees, Special Interest Groups, Specialty Sections, or Task Forces.

**Endorsement Decision** – the formal decision by any Review Group to **endorse** or **do not endorse** a proposal identified by the submitter.

**Sponsor** – any group that the proposal submitter worked with for input on any proposal. Usually the proposal subject area closely matches that Review Groups' area of specialty. There can be only one Sponsor for any proposal.

**Endorser** – additional groups to which the proposal's discipline closely relates. There can be up to 3 additional endorsers. These groups can be identified by the submitter or self identified if there are no more than three endorsers listed.

## Review Process

After 3 PM on Friday, May 3<sup>rd</sup> SOT HQ will forward to each review group the final list of proposals submitted, sorted first by the Sponsor then submission type, as an Excel spreadsheet. The sponsor names will be followed by all proposal endorsers in the order entered by the submitter.

Additionally, each endorsing group will be forwarded an at-a-glance list of proposals seeking an endorsement. Your group will be able to copy and paste individual control ID#'s into the site to search for those proposals that are seeking an endorsement from you (see page 5).

All scores/ranks/endorsement decisions/comments must be entered online by May 12<sup>th</sup> at 11:59 PM EST.

## Sponsors

- Proposal Sponsors are expected to score, rank, provide a formal endorsement decision (**endorse** or **do not endorse**), and comments on each proposal listed in their Review Center.
- The review group designee will enter the final score, rank, comments and the formal endorsement decision online. The written comments/recommendations will receive particular weight during review the by Continuing Education and Scientific Program Committee.
- All scores and ranks should be assigned to like session types (symposium v. symposium, etc.). Please follow the rubric below to score ALL proposal submissions seeking sponsorship from your group.  
**SCORE:** 1=Highest, 2=High, 3=Medium, 4=Low, or 5=Lowest
- All ranks will be assigned to like sessions for the **top three**, or whichever prevails based on the total number submitted for like session types. Please follow the rubric below:  
**RANK:** 1=Highest, 2=Medium, or 3=Lowest

**EXAMPLE: If you have 5 symposia, 3 would be ranked as 1, 2 and 3 and two symposia would be unranked. If you have 7 Workshops, 3 would be ranked as 1, 2, or 3 and the remaining 4 workshops would be unranked. This ranking will allow the SPC to identify which program proposals are of the highest value to your Review Group.**

- If you were not provided with a copy of the proposal before it was entered online, it is acceptable to score and rank the proposal appropriately but you should not leave the proposal without the required information.

## Endorsers

- Proposal endorsers do not need to score and rank proposals, but do need to provide an **endorsement decision** (*endorse* or *do not endorse*) and comments.
  - The review group designee will enter the formal endorsement decision and comments online.
  - The written comments/recommendations will receive particular weight during review the by Continuing Education and Scientific Program Committee.

Abstract List Overview

	# Available	# Finished	Mean Score	# Remaining
<a href="#">show all</a>	58	0	0	58
<a href="#">Association of Scientists of Indian Origin SIG</a>	1 (1)	0	0.0	1
<a href="#">Women in Toxicology SIG</a>	1 (1)	0	0.0	1
<a href="#">Toxicologic and Exploratory Pathology Specialty Section</a>	2 (2)	0	0.0	2
<a href="#">Reproductive and Developmental Toxicology Specialty Section</a>	5 (5)	0	0.0	5
<a href="#">Regulatory and Safety Evaluation Speciality Section</a>	8 (8)	0	0.0	8
<a href="#">Neurotoxicology Specialty Section</a>	1 (1)	0	0.0	1
<a href="#">Molecular Biology Specialty Section</a>	3 (3)	0	0.0	3
<a href="#">Metals Specialty Section</a>	5 (5)	0	0.0	5
<a href="#">Mechanisms Specialty Section</a>	3 (3)	0	0.0	3
<a href="#">Inhalation and Respiratory Specialty Section</a>	7 (7)	0	0.0	7
<a href="#">Immunotoxicology Specialty Section</a>	5 (5)	0	0.0	5

## Review Center

- All proposals seeking Sponsorship will be located in the Review Group's Center. They should be scored, ranked, formally endorsed with any relevant comments added.
- If your Review Center is not hyperlinked on May 1<sup>st</sup>, there were no proposals submitted seeking a Sponsorship.
- Clicking on the hyperlinked Review Group name will return those proposals below this list.

\*The screen captures used are from the 2009 submissions, but are reflective of the process during submissions.

Abstract Central - Review Abstracts By Category - Windows Internet Explorer

http://sot2010.abstractcentral.com/abstract

File Edit View Favorites Tools Help

McAfee SiteAdvisor

Abstract Central - Review Abstracts By Category

<a href="#">Reproductive Toxicology Speciality Section</a>	6 (6)	0	0.0	6
<a href="#">Dermal Toxicology/Specialty Section</a>	4 (4)	0	0.0	4
<a href="#">Communications Committee</a>	1 (1)	0	0.0	1
<a href="#">Career Resource and Development Committee</a>	1 (1)	0	0.0	1
<a href="#">Carcinogenesis Specialty Section</a>	2 (2)	0	0.0	2

Show All Show Finished Show Unfinished

Short View Detailed View

Go

Abstracts filtered by Sponsor: Reproductive and Developmental Toxicology Speciality Section

#	Control ID	Proposal Score	Ranking	Recommendation
1	<a href="#">640073</a>	None	None	None
2	<a href="#">640743</a>	None	None	None
3	<a href="#">645721</a>	None	None	None
4	<a href="#">645944</a>	None	None	None
5	<a href="#">645946</a>	None	None	None

Save

### Proposal Scores (Sponsors ONLY)

- All proposals should receive an appropriate score that will be recorded under the **Proposal Score** column.
- Save your scores, ranks, and formal recommendation.

Abstract Central - Review Abstracts By Category - Windows Internet Explorer

http://sot2010.abstractcentral.com/abstract

File Edit View Favorites Tools Help

McAfee SiteAdvisor

Abstract Central - Review Abstracts By Category

<a href="#">Reproductive Toxicology Speciality Section</a>	6 (6)	0	0.0	6
<a href="#">Dermal Toxicology/Specialty Section</a>	4 (4)	0	0.0	4
<a href="#">Communications Committee</a>	1 (1)	0	0.0	1
<a href="#">Career Resource and Development Committee</a>	1 (1)	0	0.0	1
<a href="#">Carcinogenesis Specialty Section</a>	2 (2)	0	0.0	2

Show All Show Finished Show Unfinished

Short View Detailed View

Go

Abstracts filtered by Sponsor: Reproductive and Developmental Toxicology Speciality Section

#	Control ID	Proposal Score	Ranking	Recommendation
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2	<a href="#">640743</a>	None	None	None
3	<a href="#">645721</a>	None	None	None
4	<a href="#">645944</a>	None	None	None
5	<a href="#">645946</a>	None	None	None

Save

### Proposal Ranks (Sponsors ONLY)

- All proposals should receive an appropriate rank that will be recorded under the **Ranking** column.

Abstract Central - Review Abstracts By Category - Windows Internet Explorer

http://sot2010.abstractcentral.com/abstract

<a href="#">Reproductive and Developmental Toxicology Speciality Section</a>	6 (6)	0	0.0	0
<a href="#">Dermal Toxicology Speciality Section</a>	4 (4)	0	0.0	4
<a href="#">Communications Committee</a>	1 (1)	0	0.0	1
<a href="#">Career Resource and Development Committee</a>	1 (1)	0	0.0	1
<a href="#">Carcinogenesis Speciality Section</a>	2 (2)	0	0.0	2

Show All  Finished Show  Unfinished  
 Short View  Detailed View

Go

Abstracts filtered by Sponsor: Reproductive and Developmental Toxicology Speciality Section

#	Control ID	Proposal Score	Ranking	Recommendation
1	640073	None	None	None
2	640743	None	None	None
3	645721	None	None	None
4	645944	None	None	None
5	645946	None	None	None

Save

### Proposal Recommendation

- Proposal Sponsors and Endorsers will record their formal endorsement decisions (**endorse** or **do not endorse**) here.
- Your endorsement decision is based on your internal review criteria.

Abstract Central - Abstract Proof PopUp - Windows Internet Explorer

http://sot2010.abstractcentral.com/abstract?TAG\_ACTION=VIEW\_PROOF&ABSTRACT\_ID=640073&SHOW\_COMMENT=TRUE&SHOW\_COMMENT\_...

Print

Confidential Comment

Save

Proof

CONTROL ID: 640073  
 PRESENTATION TYPE: CE Basic  
 Secondary Pres Type - Proposal:  
 IAT/ITS Designation:  
 TITLE: Reproduction and Regulatory Impact

ABSTRACT BODY: Most new compounds destined for commerce, and all compounds intended for human consumption, need to be assessed for their ability to disrupt reproduction and development. But the underlying biology can be confusing, the jargon employed by the cognoscenti can be impenetrable, and the implications of findings in these studies are often difficult to appreciate quickly. This basic course is designed to lift the veil of uncertainty around many of these issues. After a quick review of some of the key biology, we will touch on the characteristic study designs which generate the necessary data. The next two talks will focus on typical effects seen in adults and juveniles, and what impact these can have on the registration and use of the compound in Europe and the US, respectively. While the middle talks tend to focus more on

### Comments

- All Sponsors and Endorsers are strongly encouraged to provide comments. The written comments/recommendations will receive particular weight during review the by Scientific Program and Continuing Education Committees.

Abstract Central - Review Abstracts by Control Id - Windows Internet Explorer

http://sot2010.abstractcentral.com/abstract

File Edit View Favorites Tools Help

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Abstract Central - Review Abstracts by Control Id

Type

by control ID

by session title

Log Out

of the page to enter your score, comment, or rating category. You may also score an abstract.

- **Adding Comments:** To add comments to an abstract, click on the Control ID and enter comments in the comments box at the top of the pop-up proof window. Press the save button to save your comments!
- **Printing Abstracts:** To print all CURRENTLY DISPLAYED abstracts use the buttons at the bottom of the page. To print individual abstracts use the print button on the pop-up proof (click on the Control ID). Adding a score card to the top of each abstract is optional when printing all abstracts, use the radio buttons at the bottom of the page to select this option.
- **Viewing Options:** Two viewing options are available; (1) the "Short View" displays only the Control ID and the scoring options, (2) the "Detailed View" gives more complete abstract details. Use the radio buttons (located at the bottom of the summary table) to switch between these two options.

Display Options

Show abstracts with Control IDs starting at  and ending at

Or enter single Control ID

Abstract List Overview

	# Available	# Finished	# Remaining
<a href="#">show all</a>	58	0	58

Show All
  Show Finished
  Show Unfinished  
 Short View
  Detailed View

Abstracts filtered by Control ID : -2147483648 to 2147483647 Page 1 of 3

Control ID	Presenting Author	Title	Presentation Type	Sponsor
#				
Comments			Proposal Score	Ranking Recommendation

**Endorse Only Abstract Search**

To search for the abstracts seeking an endorsement from your group, please enter the individual Control ID#, provided to you by SOT HQ, in the field referenced and click on Search.

The abstract will be returned below. Please enter your formal endorsement decision and any comments.