



37th Annual ASGE Endoscopic Audiovisual Award

Instructions and Criteria

The Annual ASGE Audiovisual (AV) Award is given for achievement in development of a full-length educational video that demonstrates a specific endoscopic procedure, technique or technology. AV Award submissions are typically around 30 minutes in length. Submissions greater than 30 minutes in length must include a descriptive menu that allows selection of chapters. Individual chapters generally should not exceed 20 minutes in length. The minimum video length is 20 minutes and may be broken into chapters.

APPLICANTS SHOULD NOTE THE FOLLOWING:

- All submissions are subjected to a blinded, peer-reviewed process and evaluated according to content, appropriateness as teaching and instructional material, current relevance and audiovisual quality.
- You will NOT be able to make changes to the video or audio of the program if it is selected.
- The winners of the 2017 AV Award will be recognized during the ASGE Crystal Awards DDW 2017. Special acknowledgement will be given during the ASGE Video Plenary and throughout DDW 2017.
- The award-winning video will be available for viewing at the ASGE Learning Lounge at DDW.
- The award-winning video will be considered for inclusion as a product in the ASGE Endoscopic Learning Library and/or Online Learning Center

Submissions for the ASGE Audiovisual Award will NOT be considered for the ASGE Video Plenary or World Cup sessions at DDW®. Video Plenary and World Cup submissions require a separate application. Identical programs CANNOT be submitted for both the Audiovisual Award and Video Plenary and World Cup presentations.

SUBMISSION CRITERIA:

PLEASE READ ALL INSTRUCTIONS AND REQUIREMENTS CAREFULLY BEFORE SUBMITTING YOUR VIDEO.

FAILURE TO FULFILL THE LISTED REQUIREMENTS WILL RESULT IN AUTOMATIC REJECTION OF YOUR SUBMISSION.

GENERAL REQUIREMENTS:

DEADLINE FOR RECEIPT IS DECEMBER 1, 2016. Submissions received after 9:00pm EST will not be accepted. All submissions will be submitted through the DDW website. You may access the site by www.ddw.org/abstracts.

- It's highly recommended that authors view the "**Tips for Video Submissions from the Review Committee**" prior to submitting a video. You can view the video on [ASGE's Video Plenary web page](#).
- A non-refundable submission fee of \$60 is required with each submission.
- An abstract outlining the background/case, endoscopic methods, and clinical implications is required as part of the submission process.
- Audio narration in English must be included in the production.

- All entries must be oriented toward physicians (not patients).
- **Any potential conflict of interest must be disclosed by ALL authors.** Each submission must include a full conflict of interest disclosure. A potential conflict of interest exists when an author or the author's institution has financial or personal relationships that could influence or could be perceived to influence the work. Examples of financial conflicts include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications, and research and travel grants within 3 years of beginning the work submitted. If there are no conflicts of interest, authors must state that there are none. These disclosures will appear with the article in print and online. Authors must use the DDW abstract submission disclosure form, which is completed through the submission process.
- Commercial support for the program production may be acknowledged with a single credit line acknowledging the company/organization providing the support.
- The program CANNOT contain product specific endorsements/group messages, or advertising. Generic drug names must be used; trade names may be inserted in parentheses after the initial mention of the drug. Product names should be treated similarly, listing the manufacturer's name, city, and state in parentheses. Do not put product or drug names in the title.
- **Specific products names CANNOT be mentioned during the video and effort must be taken to “black out” any product names that appear within the video. For all narration, when referring to a specific product, you must use the generic term; not doing so could result in an automatic rejection. If you have any questions about this, please contact ASGE at videoforum@asge.org.**
- The program CANNOT contain any copyrighted images, videos, photos, etc., without supporting documentation from the originating source of the copyrighted work. Please contact ASGE at videoforum@asge.org, for more information if any portion of your video is not the original work of the authors.
- Videos CANNOT include any patient information, physician names, medical record numbers, etc. Videos must be HIPAA (Health Insurance Portability and Accountability Act of 1996) compliant. **If there are any perceived HIPAA violations, the submission WILL be automatically rejected.**
- Identical programs CANNOT be submitted to both the AV Award and the Video Forum.
- Any potential conflict of interest must be disclosed by ALL authors. Individual financial disclosure statements must be completed by EACH author. Financial disclosures must be listed at the beginning of the video.
- The submission CANNOT contain background music during narrative and endoscopic video footage.
- Copyright must be assigned to the ASGE by ALL authors. If this video is developed within the scope of your employment, you may have to obtain a copyright release from your institution.

FORMATTING REQUIREMENTS:

Submissions must begin with a 2-second title slide stating **ONLY** the program title, using the ASGE slide template followed by a 2-second disclosure slide. **DO NOT** state or list your name, institution or any identifying information during the video. The ASGE slide template can be downloaded from [ASGE's Video Plenary web page](#), <http://www.ddw.org/abstracts>, or can be requested via email to videoforum@asge.org. The original PowerPoint file must also be submitted along with the video.

- Video must be formatted in one of the following types: MPEG4 (.mpg) or QuickTime (.mov).
- **It is recommended that all submissions be submitted in High Definition.**
- Video size recommended for high definition: 1920x1080 (square pixel ratio) or 1280x720 (square pixel ratio), both for 16:9 aspect ratio. Bit Rate: 5Mbps (for 720) or 10 Mbps (for 1080).
- Video size recommended for standard definition: 720x480 (0.9 pixel ratio) for a 4:3 aspect ratio or 720x480 (1.2 pixel ratio) for 16:9 aspect ratio.
- Please be sure to use a Video Frame Rate of 30 frames per second.
- To ensure good image quality, a Video Data Rate between 3-10 Mbit/second is recommended.

REMINDERS FOR AUTHORS:

- ✓ Submissions not received by December 1, 2016 9:00pm EST will not be accepted. Please plan ahead to account for reproduction and testing of videos, internet errors, etc.
- ✓ All fields on the submission form must be completed.

Each author must complete their Individual financial disclosure statements through the ScholarOne Website - <http://www.ddw.org/abstracts>. Failure to comply with these rules could result in administrative rejection of your submission without peer-review.

Submit your video online: <http://www.ddw.org/abstracts>

Questions? Email videoforum@asge.org.