

2017 World Congress of Psychiatric Genetics
Nomination Instructions for the Ming Tsuang Lifetime Achievement Award
Submission Deadline: Monday, June 12, 2017

To submit your abstract, please follow the instructions below:

1. Visit the 2017 Abstract Submission Portal by going to: ispg.societyconference.com.
2. Select “Log In”.
3. If you are a current member of ISPG, or have attended the World Congress in previous years your account is stored within our system. If you do not know your login information, please select “Forgot your password”.
4. If you are new submitter or your email address is not recognized by the system, please create a new account
5. Go to the Submissions tab and select “Access My Dashboard”.
6. Select the large blue square “Start a New Scientific Submission”.
7. Under “Submission Type” select “Ming Tsuang Lifetime Achievement Award” in the drop down menu. You will then be directed to the submission application.

*** Note you can nominate yourself or another individual.

Steps for Submission:

Ming Tsuang Lifetime Achievement Award Questions

1. Task 1 (Nominee Information): Enter the individual you are nominating for the award first name, last name, affiliation and e-mail address.
2. Task 2 (Scientific Work and Achievements): Write a brief description of the scientific work and achievements justifying why the proposed scientist is eligible for the Lifetime Achievement Award.
3. Task 3 (Current CV): Upload a current CV that includes a full list of publications.

The screenshot shows a web form titled "ISPG Awards Type" with a dropdown menu set to "Ming Tsuang Lifetime Achievement Award". Below the dropdown is a descriptive sentence: "The Ming Tsuang Lifetime Achievement Award is given to a scientist who has made a significant contribution to the advancement of the field of psychiatric genetics." The form is divided into two sections: "1 Nominee Information" and "2 Scientific Work and Achievements". Section 1 includes a text prompt "Please enter the name of the Nominee, affiliation, and email address." and four input fields: "First Name", "Last Name", "Affiliation", and "Email Address". A note below these fields states: "* You must populate all fields to complete the row." Section 2 includes a text prompt "Please write a brief description of the scientific work and achievements justifying why the proposed scientist is eligible for the Lifetime Achievement Award." and a large text area for input. At the top of the form are two orange buttons: "Save Submission" and "Submit Ming Tsuang Lifetime Achievement Award".

4. Once all requested information is complete, select the orange **“Submit Ming Tsuang Lifetime Achievement Award”** button at the top of the page. You will receive an email notifying you that your submission was successful.