



Rules online abstract submission

Copyright

Copyright of the abstract submission is assigned to the EMUC and ESUI Congress Office and any conflicts with any other scientific association will be the sole responsibility of the author(s).

System requirements

You need a screen resolution of at least 1024 x 768 to use the abstract submission properly. You need Internet Explorer 7 or better to enter the abstract submission system. However, Internet Explorer 9, Chrome or Firefox are recommended.

Size

The submission programme will automatically calculate the size of your abstract and will not allow submissions that do not fit the size requirements. The size of the abstract is limited to 3,000 characters (this includes title, body of abstract, spaces, tables and graphics). Every picture/graphic counts for 500 characters.

Title

The title should clearly define the topic. Do not identify your institution in the title. There is no maximum length for the title. However, the characters in the title will count toward your total character count.

The first letter of the title will automatically begin with a capital letter. Do type the abstract in small letters, except for abbreviations. Do not type the entire title in capital letters.

Authorship

Each quoted author should have contributed substantially to the represented work in terms of conceptual design or analysis, writing of the article and final approval of the article in order to take public responsibility for the content.

Authors

Type full last name and first name of all authors, omitting any titles, degrees and institutional affiliations. Please check that for authors from the same institution the name of the institution is written in the exact same way to avoid the creation of extra affiliations, which are in fact identical.

Affiliation

Type the name of the Institution, Department, City and Country. If co-authors are from the same institution, the programme will automatically copy all information into the next boxes, so that you do not have to retype all information. If co-authors are not from the same institution you can edit each box accordingly. Please make sure that the institution, department and city are written in English. The system allows authors to have only one affiliation, so in case someone works in different institutions, please indicate the main work place.

Body of the abstract

State the objective of the study, describe the material and methods, summarize the results presenting sufficient details to support the conclusions reached (it is not acceptable to state: "The results will be discussed"). Use numbers for numbers and only very well known abbreviations e.g., ml, kg, MRI... If you must use other abbreviations, you must explain the first time it appears.

The following headings have already been formatted for you and should not be entered in the text fields again:

- Introduction & objectives
- Materials & methods
- Results
- Conclusion

Proof reading

Verify that your abstract is correct and read the proof carefully. At step 6, you will get a preview of your abstract which you can printout directly. Keep this print out for your own records.

By accessing and/or using this system you agree (also on behalf of co-authors) to the terms of use and conditions stated above. Please note that transfer of copyright applies to all material submitted through this online system.

Editing

Abstract bodies will be published as submitted, except for a simple English spelling check. You will be able to edit your abstract until the submission deadline. After the submission deadline there is no possibility to edit the submission text anymore.

Submission deadline

Deadline for abstract submission is 1 July 2019, 23:59:59 CET. To avoid that your abstract cannot be submitted due to technical difficulties, computer problems or other reasons, you are advised to submit your abstract on time.

Notification

The abstracts will be anonymously reviewed and sessions are composed. The outcome of the abstract selection is available online through the abstract submission website. You will receive a notification by email indicating the exact date.

Trial in Progress abstracts

Feel free to submit trial in progress abstracts, as these are allowed by the EMUC and ESUI Congress office. The trial needs to be ongoing, ie: the first patient should already been recruited.

Encore abstracts

Encore abstracts are only accepted unless the data significantly changed; e.g. larger patient database.

Please do not forget

- Only abstracts submitted through the official online submission system will be considered.
- Cancellation, withdrawal or name changes should be notified 2 months prior to the congress by email to emuc@congressconsultants.com or esui@congressconsultants.com
- Abstracts must be submitted in English. This applies also to the title, text body and author affiliations.
- Authors may submit more than one abstract but are asked to exercise reasonable restraint.
- You are allowed to submit abstracts that have been submitted for other meetings as well, but only if they have not been accepted during previous EMUC meetings. The review committee will decide whether the abstract is still interesting enough to be accepted for EMUC.