

# Abstract Guidelines & Submission

## Late Breaking Abstract Submission is now Close!

### KEY DATES

Abstract Submission Opens	Wednesday, 07 August 2024
Abstract Submission Deadline	Tuesday, 08 October 2024 midnight CEST (23:59)
Extended Abstract Submission Deadline	Wednesday 16 October 2024 midnight CEST (23:59)
Abstract Notification*	Mid November 2024
Late Breaking Abstract Submission Opened	Wednesday, 04 December 2024
Late Breaking Abstract Submission Deadline	Wednesday, 18 December 2024 (23:59 CET)

\* Note all efforts are made to send notification by the planned date. Should there be any delays with the selection process, the revised date will be posted here.

Participants interested in presenting their abstract at the Conference are invited to submit their high-quality research via the abstract submission system. All abstracts will undergo peer review and may be accepted for presentation.

### PRESENTATION PREFERENCE

Please choose one of the following presentation types:

- **Oral Presentation** – Your abstract will be considered for

an oral presentation in the corresponding Parallel Sessions. (\*valid for regular abstract submission)

- **e-Poster Discussion:** Your abstract will be considered for an e-Poster Discussion Sessions.
- **e-Poster Viewing:** e-Posters will be displayed at e-Poster stations in the Exhibition area that will be available for viewing during the Conference.

The Scientific Committee will determine whether the abstract will be accepted for presentation, with consideration given to the author's preference.

## **RULES FOR SUBMISSION**

**Please read the submission rules before submitting an abstract.**

- Abstracts must be received by the announced deadline. **ABSTRACTS SUBMITTED BY EMAIL WILL NOT BE ACCEPTED.**
- Abstracts must be submitted online via the website.
- **Presentation Type:** Abstracts may be submitted for oral presentation, e-Poster Discussion or e-Poster viewing.
- Abstracts must be received by the announced deadline. Abstracts received after the deadline will not be considered.
- The Scientific Committee will make the final decision as to whether the abstract will be accepted for presentation, with consideration given to the author's preference.

## **Limitations:**

- Presenting authors must be registered participants. Only abstracts of authors who have paid their registration fees by the Early Registration Deadline will be scheduled for presentation and included for publication.
- Submission of an abstract acknowledges your acceptance

for the abstract to be published in the official meeting publications.

- The presenting author is required to ensure that all co-authors are aware of the content of the abstract and agree to its submission, before submitting the abstract.
- Abstracts must be original and must not have been published or presented at any other meeting prior to the International Conference on Nutrition & Growth 2025.
- Abstracts that have been previously presented at another meeting may not be submitted.
- All abstracts should be submitted and presented in clear English with accurate grammar and spelling of a quality suitable for publication. If you need help, please arrange for the review of your abstract by a colleague who is a native English speaker, by a university-specific publications office (or another similar facility), or by a copy editor, prior to submission.

## **GUIDELINES FOR SUBMISSION**

**□ Before you begin, please prepare the following information:**

**□ Presenting author's contact details:**

- Full first and family name(s)
- Email address
- Affiliation details: department, institution / hospital, city, country

**Author and co-authors' details**

- Full first and family name(s)
- Email address
- Affiliation details: department, institution / hospital, city, country

**Preferred presentation type:** oral presentation, e-Poster Discussion or e-poster viewing.

**Abstract title** – must be in **UPPER CASE** and **limited to 25 words**. Please submit symbols as words.

**Abstract text** – **limited to 250 words** including acknowledgements. Please note: word count is affected when tables are included.

**Abstract structure** – abstracts should clearly state:

- **Background and aims**
- **Methods**
- **Results**
- **Conclusions**

**Abstract topic** – select the abstract topic per the list of topics.

**Images** – The maximum file size of each image is 500 KB. The maximum pixel size of the graph/image is 600(w) x 800(h) pixel. You may upload images in JPG, GIF or PNG format.

- Use only standard abbreviations. Place special or unusual abbreviations in parentheses after the full word the first time it appears.
- Use generic names of drugs. The presentation must be balanced and contain no commercial promotional content.
- Submissions may not contain patient names, hospital ID numbers or other identifying information.
- The submission form allows you to **store your abstract as a DRAFT** until the deadline. **After the deadline if not submitted, drafts will be deleted.**
- Click on the **SUBMIT** button at the end of the process in order to submit your abstract. **You can make changes to your submitted abstract by the deadline. After the submission deadline abstracts cannot be modified or corrected.**
- You will receive an abstract ID number via email after you have submitted your abstract. Please refer to this abstract number in all correspondence regarding the

abstract.

- Please [contact us](#) if you have not received confirmation that your abstract has been submitted.
- **Please do not submit multiple copies of the same abstract.**

## DISCLOSURE

Disclosure of financial relationships that the author(s) may have with the manufacturer/supplier of any commercial products or services related to the work, should be indicated in the appropriate tick box on the abstract form.

## ABSTRACT SUBMITTERS' DECLARATION

During abstract submission you will be asked to confirm that you agree to the following:

- I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected after final submission and I am aware that it will be published as submitted.
- Submission of the abstract constitutes the consent of all authors to publication (e.g. Conference website, programs, other promotions, etc.)
- The abstract submitter warrants and represents that no part of the information and content provided by him/her (Hereafter: the "Content") to N&G and Kenes International Organizers of Congresses SA and its affiliates (together: the "Organizers"), nor the publication of any such Content by each of the Organizers, on the internet or otherwise infringes any third party rights, including but not limited to privacy rights and/or intellectual property rights.
- The Abstract Submitter grants each of the Organizers the license and right to use, reproduce, publish, translate, distribute, and display the Content or any part thereof,

in any manner and on any platform or media whatsoever, in each Organizer's absolute discretion, on a royalty-free, perpetual, irrevocable nonexclusive basis.

- I herewith confirm that the contact details saved in this system are those of the presenting author, who will be notified about the status of the abstract. The presenting author is responsible for informing the other authors about the status of the abstract. The submitting author may request to be copied on the abstract correspondence.
- I understand that the presenting author must be a registered participant.
- The Organizers reserve the right to remove from publication and/or presentation an abstract that does not comply with the above.
- I understand that I must select a specific Topic and Sub-Topic for my abstract allocation. Although the Committee will work hard to honour this selection, this cannot be guaranteed. The Committee reserves the right to change the Topic and Sub-Topic under which the abstract was originally submitted.

## **ABSTRACT SELECTION AND PRESENTATION**

All abstracts will be reviewed by the Scientific Program Committee.

**Presenting authors will be notified via e-mail regarding the status of their abstracts.**