



Guidelines for submission of abstracts and case studies

Update March 2023:

Although the original deadline for abstract submissions has now passed, we are happy to consider late abstracts for presentation at the meeting and the abstract form will remain open. In case you would like to make a submission, please email us at oifetm23@oife.org as soon as possible to let us know the topic area and an idea of when you would be able to submit the work.

INSTRUCTIONS - CONTENT

- The abstract title should clearly define the content of the paper.
- Do not use abbreviations in the title of your abstract.
- The space allowed for the main body of the abstract is 350 words.
- Abstracts must be submitted and presented in English.
- If your studies have been supported by a grant, please indicate the source of funding at the end of your abstract.
- Proprietary names of drugs are not allowed - the generic names must be used.
- Number references (if any) in the order in which they appear in the abstract.
- If there are multiple abstract submissions by the same authors, please maintain consistency in the authors' names in order to avoid incorrect duplication in the author index.
- Do not split data to create several abstracts from one data set.
- Abstracts will be printed exactly as submitted so please take care and proof read your abstract before submitting it.
- Work which has been previously presented or published may be submitted for presentation at the meeting

PLEASE STRUCTURE YOUR SUBMISSION AS FOLLOWS:

Research abstracts:

- Objectives
- Methods
- Results
- Conclusion

Case studies:

- Objectives
- Approach
- Outcomes
- Implications/significance

CONFLICT OF INTEREST

- Presenters must disclose any possible conflicts of interest by following the instructions on the abstract form.
- Conflict of interest statements will be printed with the abstracts.

ETHICS

Submission of an abstract that deals with experimentation on humans or animals implies that the authors adhere to any applicable guidelines dealing with human or animal experimentation and that the appropriate approval has been granted from the institution's review committees.

COMMITMENT

1. Submission of an abstract constitutes a commitment on behalf of the authors that the abstract will be presented as accepted.
2. Expenses associated with the preparation, submission and presentation of an abstract are the responsibility of the author(s).

AMENDING A SUBMISSION

You may wish to change your submission. You can do this at any time up to the deadline by logging onto the abstract submission system.

WHAT HAPPENS AFTER I SUBMIT MY ABSTRACT/CASE STUDY?

You will receive an email to confirm that your submission has been received. After the abstract deadline (6 March 2023) all submissions will be reviewed blind by a panel of experts. Mean scores will be calculated for each submission and based on this they will be allocated to oral or poster sessions, or they may be rejected.

You will be informed about the acceptance or otherwise of your abstract, and the form of presentation, by 31 March 2023.

HOW IS MY SUBMISSION SCORED?

Your submission will be scored based on the following criteria:

Research abstracts:

- Scientific merit
- Originality
- Methodology
- Conclusions supported by appropriate data

Case studies

- Level of interest
- Quality of the description of the case
- Significance

CAN I WITHDRAW MY ABSTRACT AFTER SUBMISSION?

If you need to withdraw your abstract please contact us at the address below.

SECRETARIAT

For enquiries or problems:

Janet Crompton
Abstracts Administrator
OIFE Topical Meeting 2023
Balancing Life with OI: Pain and its impact
9-10 June 2023
Stockholm, Sweden

<https://oife.org/stockholm-2023/>