

GUIDELINES FOR ABSTRACT SUBMISSION

Thank you for your interest in submitting an abstract for ET 2024. More information about the congress can be found at <https://www.etconference.org>

Before submitting your abstract, please read the following instructions carefully:

Deadline for Abstract Submission is **February 15, 2024** (23:59 CET).

General Information

- All abstracts have to be submitted online through the **ET Abstract Submission System**. Abstracts sent by email will not be considered.
- **All abstracts** must be submitted in **English**. Abstracts will **not** be **language-edited** or **proof-read**. Submitters, in particular non-native English authors, are therefore strongly recommended to have their abstracts checked by a native speaker or make use of a language editing service.
- The presenting author of an accepted abstract is expected to register for and attend ET 2024. Poster presenters need to complete and pay their registration **by May 20, 2024** otherwise the poster will be withdrawn from the programme of ET 2024. Costs associated with the submission and presentation of an abstract are the responsibility of the presenter.
- It is the responsibility of the submitter to make sure that all authors listed in the author block of an abstract agree with the publication of the abstract.
- Submitting multiple copies of the same abstract under different topics and/or types is not allowed.
- If an abstract is on clinical or experimental research in humans or animals or in case this is required by applicable law, the study has to be approved by the competent ethics committee.
- All received abstracts will undergo a double-blind peer-reviewing process.
- **Notifications of acceptance or rejection** will be sent by email end of March 2024.

Please make sure that indicated email addresses are correct and that your mailbox allows emails from scientific@cirse.org.

The following **4 Abstract Types** can be submitted:

Scientific Abstract

Structure	<ol style="list-style-type: none"> 1. Purpose 2. Materials and methods 3. Results 4. Conclusion
Description	Reporting about research projects, studies, trials, etc. Prospective studies will be rated higher than retrospective, comparatively higher than single-arm, multi-centre higher than single-centre.
Word limit	250
Presentation format	Oral scientific paper presentation or electronic poster. Submitters may indicate their preferred presentation format. The final decision on whether an abstract is accepted for oral presentation or as an electronic poster is up to the Scientific Programme Committee.

FIRST@ET Clinical Trial

Structure	<ol style="list-style-type: none"> 1. General study info Study name (long & short) and indication of database where study is registered and identifier (e.g., clinicaltrials.gov; NCT03775980) 2. Purpose 3. Methodology 4. Endpoints 5. Expected data/impact on IR
Description	Clinical trials with prospective study design. Final Data set has to be presented for the first time @ ET 2024 (No meta-analysis, no systematic reviews)
Word limit	250
Presentation format	Oral scientific paper presentation or electronic poster. Submitters may indicate their preferred presentation format. The final decision on whether an abstract is accepted for oral presentation or as an electronic poster is up to the Scientific Programme Committee.

Educational Abstract

Structure	<ol style="list-style-type: none">1. Learning objectives2. Background3. Clinical findings/Procedure details4. Conclusion
Description	Reviewing and teaching a topic; by means of e.g., literature review, pictorial essay, describing a series of cases of a particular finding or procedure.
Word limit	250
Presentation format	Electronic poster

Case Report Abstract

Structure	<ol style="list-style-type: none">1. Clinical history/Pre-treatment Imaging2. Treatment options/Results3. Discussion4. Take-home points5. Images (max. 2) <p><i>Please note that the images will not be published in case of acceptance. They will only be used during the abstract review.</i></p>
Description	Summarising the clinical history, diagnosis, treatment and follow-up of an individual patient.
Word limit	250
Presentation format	Electronic poster

In case of technical problems, please contact scientific@cirse.org.

We look forward to receiving your abstracts.
Your ET Scientific Department