

# EASL meetings

## Abstract submission guideline

Below you will find the major key points and rules needed to prepare your abstract for submission.

### Template

Download the word template on the abstract submission platform

### Topic

Choose your track and topic so that it will be reviewed in the appropriate category

### Title

- Title should be on a single line (no paragraphs)  
Length is 50-250 characters (excluding spaces)
- Do not use all capital letters
- Do not use any abbreviation in the title
- Do not put a period at the end of the title
- Title should not have each word capitalised
- Consider using the term alcohol-related liver disease instead of alcoholic liver disease

#### Examples:

✓ This is a correct example title for your abstract

✗ THIS IS AN INCORRECT EXAMPLE TITLE FOR YOUR ABSTRACT. (all caps)

✗ This Is An Incorrect Example Title For Your Abstract. (each word capitalised)

### Authors

- Mandatory fields: Complete first name (not only the initials), last name, email and country
- Indicate corresponding and presenting authors (if different from submitter)
- When copy/pasting names, make sure there is no space after the name

### Affiliations

- Department (optional), institution/company, city, country
- Do not use all capital letters and do not capitalise the first letter of each word
- When entering new author's affiliation, if the affiliation the same make sure it is written the same way

## Abstract body

The following blocks are available in the abstract body and appear in the word template:

- **Background and Aims:**
- **Method:**
- **Results:**
- **Conclusion:**

**IMPORTANT:** Figures, tables or images are **NOT** allowed.

- Do not change the blocks titles (Background and Aims, Method, etc), the system will not allow you to upload a document with modified titles.
- In total, the ideal number of block characters (excluding spaces) should be between 500- 2500
- The characters of the table are included in the count of the total number of characters used
- You do not need to enter content in all blocks
- Do not leave spaces between each block
- Write immediately after the block's semicolon example:

Correct

✓ **Background and Aims:** Many acute liver diseases are accompanied by ...

Wrong

✗ **Background and Aims:**

Many acute liver diseases are accompanied by ...

Main formatting rules:

- Define all abbreviations at first use
- Decimal point should be a period (2.5)
- Put spaces between signs and number (2.5 = a)
- Significance value should be small 'p', not bolded nor italic (p > 2.5)
- Avoid using symbols (use "alpha", not  $\alpha$ ). Never use the "symbol" font

## Trainees and Postdocs / Nurses and AHPs Bursaries

If you are aged 35 or under and/or still in training (at the time of the first day of the event), and you are an EASL member (at the time of the submission), you can apply for a travel bursary.

- Upload proof of age or proof of training or employment letter (nurse and AHP)
- Provide your EASL membership number

## Disclosure - Conflict of interest

- List ALL the conflicts of interest even if unrelated to the abstract, for all the authors
- Indicate the company(ies) for the different types of conflicts for each author
- If the type is not listed, use the “other” field and indicate the nature of the conflict
- In case of use of off-label products, disclose the name of the product and the manufacturing company

## Modifications

- Do not withdraw a paid abstract submission
- Modifications on draft abstracts can be done on the platform until the submission deadline of the given event

Updated: 21.08.2024