ABSTRACT SUBMISSION GUIDELINES

Please read the Abstract Submission Guidelines carefully before submitting your abstract online

Abstract Form

- Abstracts can only be submitted in English.
- It is important that you read your text to ensure accuracy with no spelling, grammatical or scientific errors. No corrections will be accepted after the abstract submission deadline.
- We encourage non-English-speaking authors to have their abstracts checked for grammar and spelling prior to submission.
- Incomplete abstracts will not be reviewed.

Withdrawal of an Abstract

- Request for withdrawal should be sent to gioiaoffice@gmail.com before February 28, 2026. The submitter must clearly explain the reason for withdrawal.

Abstract Review Process

- Abstracts will be subjected to a single-blind review process by the Course Directors.
- Mean scores will be calculated for each abstract and based on this they will be allocated or they may be rejected.
- Each abstract will be scored based on the following criteria: scientific merit, adherence to instructions, and originality of the work.

Acceptance / Rejection Notification

- Only submitting authors will be notified by e-mail if their abstract has been accepted. The date, time, and type of their presentation will be confirmed.
- It is the responsibility of the submitter to notify the other co-authors of the outcome decision.
- The reasons for acceptance/rejection of an abstract do not correspond.
- Instructions for oral presentation will be e-mailed in due course to the submitting authors.

Writing and Submission Instructions, before the submission of the abstract

- Make sure that the contact information you submit is correct because it will be used for further correspondence via email. Pay more attention to the authors' and institutions' names in the English language.

- Make sure your e-mail address is the correct one in order for contact with the Congress Secretariat to be enabled.
- The same person may submit multiple abstracts regardless of presenting author.
- The same person may serve as the presenting author on up to 1 abstract.
- Abstracts must be submitted online through the official online abstract submission system.
- Abstracts must describe the original work.

Please prepare your abstract document in accordance with the following guidelines

- The total length of the abstract text must not exceed 300 words *(included in this count: Background, Case Report, Conclusions)*. Use standard abbreviations where appropriate. Include any other abbreviations in brackets after the full word the first time it appears.
- Authors: all of the names should be written in the nominative in a Heading font; the surname should follow the first initial of the name, and the superscript should be inserted at the end with no space. The presenter's name should be underlined, the superscript should not be underlined. Listed names should be separated by a comma, e.g. D. Bongetta[1], L. Ricciardi[2], G. Raffa[3], C. Zoia[4], M. Zoli[5].
- Affiliations: institutions should be written below the authors, one next to the other. The name of each institution should precede the location.
- Each section should begin with the title as written above (lowercase letters with the first letter of each word in Uppercase, without accents), followed by a colon and the accompanying text.

How to Submit your Abstract via the Online Submission Form

- Select the most appropriate section for the abstract.
- All Authors' names should be included in the order in which they will appear in the publication. Ensure that the correct spelling is confirmed for all contributing authors, no amendment will be permitted after the submission deadline.
- Affiliations: each affiliation should be specified.
- The Abstract Body of the abstract will be structured as follows with the following subtitles: Background, Case Report, Conclusions.
- Conflict of interest: if none of the authors have something to declare - please type "Nothing to declare". If there is a need to declare, kindly list each author's name (First, Last) and the disclosure.
- You must complete all the online stages of abstract submission. Incomplete abstracts will not be reviewed.
- After completing your abstract submission, you will receive a confirmation email. Please save this email for your personal record.