

## SIOG 2018 - ONLINE ABSTRACT SUBMISSION GUIDELINES

Experts in geriatric oncology and allied health disciplines, who would like to present their work at the Conference, either orally or as a poster, are invited to submit an abstract for consideration by the Scientific Programme Committee.

Please **read carefully all the instructions** available on this page and on the online abstract submission system before preparing your abstract.

### SUBMISSION PROCESS

- The online submission system will guide you through the process
- The creation of a user account is required for the submission of an abstract. Please note that this account only needs to be created once and can be re-used for future abstract submissions and registration to the conference. Submitters from last year's conference should use their existing account details
- Abstracts can be saved in "*Draft status*" to be re-edited and modified until the submission deadline (**June 8, 2018, Midnight CET**). Abstracts cannot be edited after the submission deadline.
- Abstracts fulfilling all criteria can be saved in "*Final submission*" status. Only abstracts in "*Final submission*" status will be considered and reviewed for the Conference.
- Abstracts previously submitted/accepted at other conferences can be submitted for SIOG 2018 under the following condition:
  - The title of the abstract and order of authors needs to be changed
  - The content of the abstract needs to be revisited and, if possible, updated
- The **maximal size of the abstract is 3,600 characters**
- The **minimal size of the abstract is 1,500 characters**
- Accepted abstracts will be organized into sessions using the topics chosen by the submitter in the online system
- Scheduling of poster sessions and oral abstract presentations is at the discretion of the Scientific Committee

For standardization, the acceptable length of the abstract is of not more than **3'600 printable characters** (headers, title, etc. included). This includes non-visible characters, such as spaces and line breaks. Authors' details are not included. Please refer to the word count of the system as slight differences may occur when counting with WORD or similar programmes.

The submitter has to select the right topic for the abstract on the submission form. Available main topics are:

- Track 1: Solid tumours in the elderly and basic science*
- Track 2: Haem malignancies in the elderly and basic science*
- Track 3: Supportive and palliative care*
- Track 4: Modern diagnostics and therapeutic areas*
- Track 5: Geriatric assessment, nursing/allied health and patient care*

The abstract needs to be **structured** as follows:

- **Introduction:** this section should contain 1-2 sentences that clearly indicate the scientific question of the study and its clinical (or other) importance
- **Objective:** this section points to what the result of your study will be
- **Methods:** this section should contain sufficient information to be able to understand the experimental design, the analytical techniques and the statistics used in the study
- **Results:** this section should contain objective data to answer the scientific question(s)
- **Conclusions:** this section should provide only conclusions of the study directly supported by the results, along with implications for clinical practice, avoiding speculation and overgeneralization



## REVIEW OF ABSTRACTS

- All abstract will be reviewed / blinded by three different reviewers
- Abstract will be reviewed by experts in the field of the submission topic you have selected
- Review the process will be done electronically
- Notification will take place end of July 2018

## PRESENTATION OF ABSTRACTS

- Abstracts can be accepted either as poster or oral presentation
- The Scientific Committee will select submitted abstracts and determine whether they are accepted for oral or poster presentation
- You have the possibility to submit your abstract to be considered for the **Young SIOG 2018 Investigator Award**, for the **Young SIOG Research Prize** or for the **Nursing / Allied Health Investigator Award**. Please do not forget to select the option while submitting your abstract.
- If your abstract is accepted as a poster, you will be requested to be available for discussion during the corresponding poster viewing session.
- The size of the poster panels will be sent to you in your notification letter. The adhesive material will be provided on-site.
- Please use letters large enough to be read from a distance of 1.5 meters.

## PUBLICATION

Accepted abstracts will be **published online as a supplement of the *Journal of Geriatric Oncology (JGO)***. [More information on the JGO can be found here.](#)

**IMPORTANT:** To have an accepted abstract published in the official journal, the presenting authors must be registered to the conference **before September 14, 2018**.

## GENERAL REMARKS

- **The author of the abstract selected for presentation must be registered at the Conference; please note that all accepted abstract authors are entitled to register with the early registration fee until August 10, 2018**
- Abstracts must contain data and meet international ethical standards
- Abbreviations should be defined
- Trade names cannot be mentioned in the title; however, trade names in brackets will be accepted in the body of the text
- Please ensure your abstract does not contain spelling, grammar, or scientific mistakes, as it will be reproduced exactly as submitted. **Linguistic accuracy is your responsibility. No proof reading will be done.**
- **No changes** can be made to the abstract **after the submission deadline June 8, 2018, midnight CET.**
- The reviewers will judge the abstracts according to the relevance to SIOG, standard of English, objectivity of statements, description of what was done, suitability of methods to aims, conclusions confirmed by objective results, ethics, scientific value, potential clinical value, originality of work and overall impression.
- Submitting authors will be notified within 4 weeks after the submission deadline whether their abstract has been accepted, and they will be informed at the same time about the date, time and form of their presentation. All notifications will be sent out to the e-mail address given on the submission form.
- If you want to withdraw your abstract, a written statement reflecting the reasons for this decision must be sent to the SIOG conference secretariat ([siog.abs@mci-group.com](mailto:siog.abs@mci-group.com)) **by July 31, 2018**.



- Abstract submission is only possible via the [online abstract submission website](#).