

Abstract Submission

FREQUENTLY ASKED QUESTIONS

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Abstract Submission

1. When is it possible to submit an abstract for the EANS 2016 Congress?

- Abstract Submission is open from December 15, 2015 – April 24, 2016

2. Where can I submit my abstract?

- You can submit your abstract on the website www.eans2016.com under the Programme & Abstracts section, where you can find a direct link to the electronic submission system.
- Here is the [direct link](#) to the EANS 2016 abstract submission system.

3. What do I have to do when I submit an abstract I want to be considered for presentation at EANS 2016?

- Please view the list of topics (see point 4).
- Please choose one of the topics and submit your abstract via the electronic system (see point 2).
- The abstract is limited to 300 words and the upload of one picture and one table.
- You have to indicate one presenting author who will receive all information regarding the submitted abstract and further procedures. The presenting author is responsible for forwarding the information to the other co-authors.
- If your abstract is accepted, the presenting author **needs to register for EANS 2016** (see points 10-13). If the presenting author is not registered for the congress in time, this will affect the inclusion of the oral presentation or poster.
- For further information regarding presenting authors please see points 9-13.

4. For which topics can I submit an abstract?

- The list of EANS 2016 Abstract Topics is available on the website www.eans2016.com under the Programme & Abstracts section.
- Here is the [direct link](#) to the EANS 2016 Abstract Topics list.

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5. Can I make changes to the abstract in the electronic submission system?

- You have the possibility to edit your abstract in the submission system by re-entering the system with the login details you have received when registering to the EANS 2016 abstract submission.
- Please note that this is only possible for as long as the EANS 2016 abstract submission is open. After the submission deadline, which is **April 24, 2016**, no changes can be done anymore.

6. How many abstracts can be submitted by one presenting author?

- One presenting author is allowed to submit a maximum of three abstracts.

Contact for Questions & Problems

7. Who can I contact if I have general questions about EANS 2016 abstract submission?

- Please check if you can find an answer to your question(s) in this document. In case the answer is not listed here, please contact eans2016@aimgroup.eu for general questions regarding the abstract submission that are not related to the electronic submission of abstracts.
- Please take notice that you will get an answer within approximately 3 working days.

8. Who can I contact if I have questions regarding the electronic submission of my abstract?

- If you have any problems with submitting your abstract or if you have any questions regarding the electronic submission of your abstract, please write an email to: eans2016@abstractserver.com

Presenting Author & Registration to EANS 2016

9. Can I change the presenting author after the abstract was submitted?

- Yes, it is possible to change the presenting author after the abstract was submitted.
- Changing presenting author before abstract submission deadline: As long as the abstract submission is still open, the person that submitted the abstract can log into the abstract submission system with the login details he/she received during the abstract submission process and change the presenting author.
- Changing presenting author after abstract submission deadline: If it is necessary to change the presenting author after the abstract submission deadline please contact eans2016@abstractserver.com

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10. Is it necessary to register for EANS 2016 if I want my abstract to be presented?

- Yes, the author that was indicated as presenting author in the abstract submission system has to register for EANS 2016 by July 10, 2015.
- For further information regarding necessary steps in order to have your abstract accepted for presentation at EANS 2016 please see point 3.

11. Until when do I have to register for the EANS 2016 Congress if I am the presenting author of an abstract?

- By July 10, 2016

12. Where can I register for EANS 2016?

- Registration is possible on the website www.eans2016.com in the Registration & Accommodation section.
- Registration will open at the beginning of February.

13. Can I register as a speaker?

- Unfortunately not. Only invited speakers are allowed to register as a speaker.

Notifications of Acceptance & Type of Presentation

14. When will I be notified about whether my abstract was accepted?

- Notifications regarding abstract acceptance will be sent out to all presenting authors of submitted abstracts between June 12 and June 30, 2016.
- The presenting author is responsible for communicating this information to her/his co-authors.

15. How will I be informed about whether my abstract was accepted?

- Once the reviewing of abstracts is finalised, all presenting authors of submitted abstracts will be notified by email whether their abstract was accepted.
- The presenting author is responsible for communicating this information to her/his co-authors.
- In case an abstract was accepted for presentation, the presenting author will also be informed about which type of presentation (see point 16) the abstract was allocated to.

16. What types of presentation of abstracts will be possible?

- Oral Presentation of an abstract during a Scientific Session
- Oral ePoster Presentation
- ePoster Display in the ePoster Area

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17. How and when will I receive more details regarding the type of presentation my abstract was allocated to?

- Accepted abstracts are allocated to one of the three presentation types (see point 16).
- Between June 12 and 30, 2016 all presenting authors of accepted abstracts will be notified about the type of presentation the abstract was allocated to.
- Further detailed information relating to the type of presentation (oral presentation, oral poster presentation, poster display) will be sent to all presenting authors after notifications of acceptance were sent out.

Awards and Prizes

18. In which categories abstract winners will be awarded?

- Best Abstract Award: The Scientific Committee will choose the three best abstracts that were allocated for oral presentations.
- Best Poster Award: The Scientific Committee will choose the three best abstracts that were allocated for ePoster presentations.

19. What prizes will be available for EANS 2016 Best Abstract and Poster Award winners?

- Best Abstract Award: The best rated out of the three Best Abstract Award winners will receive a free registration to EANS 2017 in Venice. The other two winners will be granted a free EANS Membership fee.
- Best Poster Award: The best rated out of the three Best Poster Award winners will receive a free registration to EANS 2017 in Venice. The other two winners will be granted a free EANS Membership fee.

20. When will the award winners be announced and the awards handed over?

- The Best Abstract and Best Poster Award winners will be announced and awarded in the Closing Ceremony on Thursday September 8, 2016.

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