



Abstract Submission Guidelines for IHBI Inspires 2019

Formal Requirements

A panel of reviewers will use the abstract to assign an oral or a poster presentation. For this reason, the abstract must have some general qualities as follows:

- Be properly representative of the entire research if read as a standalone document.
- Be concise.
- Highlight your research purpose, the relevance or importance of your work and the main outcomes.
- Should not present a biased picture of the research such as only favourable outcomes. Important insignificant findings should also be reported.
- No trade or brand names should appear in titles or abstract. Please use generic or chemical names whenever possible.
- Abbreviations need to be explained.

The abstract should conform to the formal structure within the word limit of 300 words. Background, Methodology, Results/Expected Results, and a Conclusion need to be provided in a continuous text. Although not compulsory, you can provide a short paragraph about the Real World Implications of your study.

Title The abstract title should be concise and clearly convey the subject of the abstract.

Background This section provides the reader with a background to the study, and hence smoothly leads into a description of the methods employed in the study. The background might concisely outline information on the importance of research, problem or subject that needs to be solved/addressed, scope of the research, and the main argument, claim or thesis.

Methodology The methodology section should contain detailed information about how the study was conducted in a concise manner. The methodology section in quantitative research might provide brief information on the research design, inclusion criteria, sample size, treatment/condition/intervention and outcome measures and their definitions. In qualitative research however, the methodology section might include theoretical approaches used in the study.

Results/Expected Results The results section is the most important part of the abstract since readers who peruse an abstract are keen to learn about the findings of the study. While results of qualitative research could be discussed in a more general way, in the quantitative research the results of the abstract should ideally present some important information on:

- The number of participants who completed the study/dropout rates in the different groups in the study/dropout rates specifically related to adverse events in each treatment arm
- The results of the analysis of the primary objectives, expressed in words along with P values in parentheses
- The results of the analysis of the important secondary objectives, expressed in words along with P values in parentheses
- Statistics related to the above analyses, such as means, standard deviations, response and remission rates, wherever possible, effects sizes, relative risks, numbers needed to treat and similar data should be provided along with confidence intervals for each analysis
- Important findings that fail to support the researcher's hypotheses should also be mentioned
- Data on important adverse effects should be included, if applicable. If the study has not produced results as yet, expected results are to be outlined along with a sound explanation of why such results are expected.

Conclusions The conclusion section should express the most important take-home message of the study, in a few precise sentences. The conclusions should also be scrupulously honest; and authors should not claim more than their data and/or analysis demonstrate.

Real World Implications In this section the authors should explain the practical implications of their findings.

Graphical Abstract A graphical abstract is a single, concise, pictorial and visual summary of the main results of the study. You can provide one, however, it is not a requirement. You can upload your graphical abstract as png, jpg, jpeg, or gif file with a maximum size of 2 MB. The picture should have a wide aspect ratio of at least 16:9. To ensure a good reproduction the resolution should be at least 1200 by 675 pixel. Also, consider the font size in your picture carefully. Graphical abstracts which do not meet the formal requirements will not be considered.

Not needed in an abstract References are not required in the abstract. The following contents should not be included in the abstract unless there is a specific need to highlight them:

- Details about the laboratory and other safety assessment (as part of routines in clinical studies)
- Details about the statistical methods and software utilised,
- Social or demographic details

- Details about the value of the statistical criterion for a test and its degree of freedom (e.g., Chi-square = 7.9, df = 1, P < 0.001). Indicating significance in the sentence or stating the P value in parentheses would be sufficient

Supervisors must see and approve your abstract before submission. Any intellectual property issues, have to be discussed with your supervisor.

Abstract Submission Process

IHBI Inspires 2019 uses the EasyChair platform for abstract submission. Please follow the steps below to create an account and submit your abstract. If you experience any difficulties or have any questions please email ihbi.inspires@qut.edu.au.

1. Visit <https://easychair.org/account/signup> to create an account.
2. Follow the steps. You will get an email with an account confirmation.
3. To create your account click on the link in that email.
4. Provide your details, and choose your username and password.
5. Once your account is created follow this link: <https://easychair.org/my/conference?conf=ihbiinspires2019>
6. Now you will be able to enter the conference as an author and submit your abstract
7. You can edit/update or even withdraw your abstract until the submission deadline by logging in at the EasyChair website. Edits after the deadline will not be possible!

Only abstracts which are submitted via the online form will be considered. Up to two abstracts may be submitted per presenting (i.e., first) author.

Important! When you are submitting, you choose one or more *corresponding authors*. All subsequent correspondence related to the submission (e.g. notifications and questions), are sent to **all** corresponding authors. By default, the box for corresponding author is checked for all authors. Make sure to **uncheck** this box for every person who does not need to be contacted. Usually, only the presenting author needs to receive correspondence about the abstract. Additionally, you need to indicate which author is the presenting author during abstract submission.