



## CALL FOR ABSTRACTS

The IDF World Diabetes Congress 2022 welcomes original abstracts on subjects relevant to the following streams:

- Basic and Translational Science (BTS)
- Clinical, Therapeutic and Technology Research (CTT)
- Diabetes Complications and Comorbidities (DCC)
- Health Services and Policy (HSP)
- Diabetes in Women (DIW)
- Education and Integrated Care (EIC)
- Epidemiology and Public Health (EPH)
- Living with Diabetes (LWD)

## Abstract submission Guidelines

**Online abstract submission opens on 14 April and closes on 17 June 2022.**

**Submission mode:** Abstract submission is only possible through the [online congress profile platform](#). Abstracts submitted by post, fax or email will NOT be accepted. The online abstract submission module will NOT be available after 17 June 2022.

**IDF congress profile:** In order to submit an abstract, a congress profile must be created. This gives access to the online abstract submission module. The submitting author must ensure accurate contact details are entered. One or more abstracts can be submitted by logging in with this congress profile.

**Author Registration:** Presenting authors of accepted abstracts MUST register for the congress by 31 August 2022 and must present their poster(s) onsite in Lisbon, Portugal. If the entire registration fee is not paid by the deadline, the abstract will be automatically withdrawn and will NOT be presented or published.

**Presenting author registration:** The presenting author must be registered by 31 August 2022. If the presenting author is not registered by this date, their abstract will be REMOVED from the programme.

Presenting authors can still benefit from the early registration rate when registering for the congress by the deadline of 31 August 2022. Author notifications will be sent between 5 and 12 August 2022.

**Number of submissions:** There can only be ONE presenting author per abstract. The same abstract CANNOT be submitted multiple times by listing different presenting authors. An author may submit an unlimited number of abstracts.

**Language:** All abstracts must be submitted in English. Should English not be your native language, it is recommended to have your abstract examined by a fluent English speaker prior to submission.

**Originality of abstracts:** Work published in peer-reviewed journals before 5 December 2022 should NOT be submitted to the IDF World Diabetes Congress 2022. Abstracts already presented at face-to-face meetings should also not be submitted, unless there are new methods and/or findings. Abstracts already presented at a national virtual meeting can be resubmitted. However, previously submitted work should NOT be resubmitted, if it has been presented at an international virtual meeting.

**Accuracy of content:** Submitted abstracts may be edited online up to the abstract submission deadline of 17 June 2022. Abstracts CANNOT be edited or revised in any way after the deadline. All accepted abstracts will be published as submitted by the authors. The responsibility for the submission of an accurate and precise abstract lies solely with the authors.

**Disclosure of interests:** Any financial relationships with commercial entities related to the authors or products and processes described in the abstract must be appropriately disclosed.

**Regulatory approval:** The submitting author confirms that local regulatory approval has been obtained as required by local laws.

**Author consent:** The submitting author declares all authors have read and approved the submitted work.

**Copyright transfer:** Authors must attest that their submitted work does not infringe any copyright legislation. Copyright for the publication of abstracts is automatically transferred to the International Diabetes Federation upon submission and acceptance of the regulations within the online submission module.

For rejected abstracts, the copyright reverts back to the authors.

## Instructions

**Topic:** There are various categories that have been defined for the abstract programme within the eight streams. Ensure that you select the MOST relevant topic which BEST describes the content of your abstract. Categories are used for reviewing and indexing purposes.

**Abstract title:** The title is limited to 120 characters including spaces and should be brief and relevant. Special characters should NOT be used in your title but spelt out instead (e.g.  $\alpha$  should be written as alpha,  $\beta$  as beta). Only use standard abbreviations and generic drug names in the title.

**Authors:** Up to 12 authors and/or study groups can be listed. Only one institution can be entered per author.

**Abstract body:**

- The abstract structure is laid out under the headings: Background, Aim, Method, Results, Conclusion and References.
- Font size and style will be automatically configured by the system.
- Maximum of 1 Table or 1 Figure will be accepted in the submission field and count towards the character limit. Figures or Tables included in an abstract need to have a mention of this in the abstract text (eg. Table or Figure 1). The character deduction for tables is not fixed and will be generated by the character count shown below the submission field. The table/figure should not contain more than 480 characters. The table should have a maximum of 10 columns and 12 rows. Figures should have a maximum of two panels. Images and photographs are NOT allowed.
- The length of the abstract is limited to 2100 characters with spaces. Only the abstract body and any inserted tables count towards this character limit. The character count displayed beneath the submission field is final and indisputable.
- Only commonly accepted abbreviations should be used (e.g. GDM, BMI, DM). Treatment groups or drug names should NOT be abbreviated. Less widely recognised abbreviations may be used if introduced on first usage (e.g. ambulatory blood pressure monitoring, ABPM).
- Only approved and generic (non-proprietary) drug names should be used.
- Do NOT enter the title, authors, or grant information into the abstract body, but you can include up to three references at the end of the abstract. All references need to have matching

### **Selection and notification process**

**Selection:** All submitted abstracts undergo a review process by the Programme Committee. Accepted abstracts are selected for oral poster presentation or e-poster gallery display. The Programme Committee reserves the right to accept or reject any submitted abstract and re-categorise any accepted abstract. The decision of the Programme Committee is final and irrevocable.

**Notification:** Notice of acceptance or rejection of submitted abstracts will be sent to the submitting authors from 5 to 12 August 2022. It is the responsibility of the submitting author to inform all other authors of the status of the abstract. A submitting author may also check their congress profile to see the status of the abstract.