



5th International Symposium on Hepatitis Care in Substance Users

In order for your presentation to be considered, abstract guidelines must be followed as closely as possible. Please ensure that the presenting author completes the abstract submission. Abstracts must be submitted by **Friday 8 April 2016**

Types of Presentations

Authors should state a preference for oral, short oral or poster presentation.

Presentation Type	Time Allocation	Explanation
Oral Presentations	10 minutes presentation and 5 minutes question time	Oral presentations may be original research, case presentations, divisional projects and analytical studies. Where possible, presentations with a similar theme will be grouped together.
Short Oral Presentations	3 minutes presentation and 2 minutes question time	Short oral presentation may be 2-3 slides of original research, case presentations, divisional projects and analytical studies.
Poster Presentations	Permanently displayed during the Conference	Posters can present research in progress, case studies, divisional projects or clinical topics. A poster viewing session will take place for delegates to discuss the posters with their authors.

Abstract Preparation Guidelines for all Presentations

All abstracts must:

- Use Arial 12 point type only
- Use single spacing only
- Format - Microsoft Word (.doc) file only
- Leave one line between paragraphs
- Specify all abbreviations in full at the first mention, followed by the abbreviation in parentheses, thereafter abbreviation only should be used
- Be written in English
- Check abstract thoroughly for spelling and grammar
- Do not include references

All abstracts must include:

1. **TITLE:** in **BOLD** and **UPPERCASE** at the top of the abstract
2. **Authors:**
 - Principal author to appear first

- Underline the name of the author who will be presenting the paper
 - Use surname followed by initials (do not use full stops or commas between surname and initials)
 - Omit degrees and titles
 - Include affiliations for each author. Use superscript numbering *after* the author's name to indicate affiliations
3. **Body of Abstract:** maximum 300 words, with following headings:
- **Background:** study objectives, hypothesis tested, or description of problem
 - **Methods:** method used or approach taken
 - **Results:** in summarized form, must include data but do not include tables, graphs or pictures
 - **Conclusion:** description of main outcomes of the study. Include knowledge or insight that conference attendees will gain from the presentation, explanation of how conference attendees can apply the skills and/or knowledge within their communities and how the study contributes to evidence-based knowledge
4. **A Disclosure of Interest Statement**
Please include a disclosure of interest statement in your abstract for any contributions received relevant to this work. Please see the example below:

“The International Network on Hepatitis among Substance Users and the 2016 Conference Collaborators recognise the considerable contribution that industry partners make to professional and research activities. We also recognise the need for transparency of disclosure of potential conflicts of interest by acknowledging these relationships in publications and presentations.”

Note: If accepted into the program you will be requested to include a disclosure of interest slide into your presentation or include such statements in your poster.

Selection Criteria

Abstracts will be favoured at review if they incorporate:

- Original data of high quality
- An analysis that extends existing knowledge

In balancing the program the committee may require authors to present their work in an alternate format (e.g. as a poster rather than oral presentation).

Note: We encourage abstracts that are based on Indigenous issues be presented by Indigenous persons, or an Indigenous co-presenter be included. If this is not possible, please include some information as to whether any member of the Indigenous community in which the research is based was involved in development of the research protocol or in conducting the research.

Abstract Submission

Abstracts must be submitted electronically through the online submission site. You can access the site via the conference website. You will be required to enter:

- Preferred presentation type
- Authors' names (indicate presenting author and contact details - address, telephone and email). Note: Abstract presenters will be required to fund their own attendance at the conference and should not submit an abstract if this is not possible. Scholarships are available and preference will be given to those who do submit abstracts, however authors should ensure they are able to fund their own travel if need be
- Authors' affiliations
- Abstract title
- Abstract as a word document (maximum 300 words) plus a disclosure of interest statement
- Short biography of presenter (maximum 50 words). This information will be used by the session chair for introduction purposes and may be published in conference literature

Please contact the Conference Secretariat if you are unable to lodge your abstract via the website or if you have any queries. We recommend using Firefox, Google Chrome or Safari as your browser to access the online submission site.

By submitting an abstract all authors agree to release the license to the Conference organisers and give permission to publish the abstract in the conference handbook, website, application, USB etc. and in so doing certify that the abstract is original work.

Note: If your abstract does not conform to the guidelines, including if it is over 300 words in length, it will be returned to the submitting author to revise.

Conference Registration

Abstract presenters will be required to fund their own attendance at the conference and should not submit an abstract if this is not possible.

All presenters (including poster presenters) will be required to register for the conference by **Friday 19 August 2016**. It will be assumed that any presenter not registered by this date has withdrawn from the program and their abstract will be removed from the handbook.