



## **Abstract Submission Information**

### **Key Dates**

- Abstract submission closes 11:59pm Australian Eastern Standard Time on May 31st, 2019
- Email notification of abstract acceptance will be sent to the presenting author only on 2 August 2019

### **Submission Guidelines**

- Original research or innovation/quality projects may be submitted for either oral or poster presentation
- If the work or project is not substantially completed at the time of presentation, the abstract may only be submitted as a poster
- Final abstract acceptance will be conditional upon registration by the presenting author
- All authors should be listed on the abstract. The presenting author should be bolded and underlined. All communications will be directed to the presenting author only. Once the abstract submission deadline has passed, you will not be able to add authors/presenters to the abstract
- An individual may submit more than one abstract
- Abstracts should be submitted in Microsoft Word format (.doc or .docx) only via the congress website and in the specified format
- The headings should include: Title; Background and Aims; Methods; Results and Conclusions (see example). There should be a 1 line space following title
- The abstract should be in English only and no more than 300 words excluding title, names and affiliations in Arial size 12 font
- Abstracts should be written in the past tense, stating what was done, not what is being, should or will be done

### **Selection Criteria**

- Abstract selection will be based on clarity, scientific rigour, supporting data, significance, relevance, interest in the topic chosen, innovation and usefulness.
- The Organising Committee has the right to refuse or accept any submission, accept the submission as a poster or an oral presentation/free paper and allocate the paper to a different category than the one under which it was submitted.

### **Abstract Acceptance**

- Notification of acceptance will be provided to the presenting author on 2 August which will give presenters the opportunity to take advantage of the early bird registration rate.
- Abstract acceptance will oblige the presenting author to register