

## **ABSTRACT SUBMISSION GUIDELINES**

### **INTRODUCTION**

The academic abstracts accepted for ESGE Days form the scientific backbone to our congress and our scientific committee looks forward to reviewing the submissions for 2023 with great anticipation.

We appreciate the contribution to our meeting that researchers make and we are proud to receive submissions from across Europe and beyond. The high volume and high standard of abstracts that we have very gratefully come to expect confirms that ESGE Days is the perfect forum at which to present your best research.

Thank you, in advance, for submitting your abstract to ESGE Days 2023 and for helping us to further our society's mission to educate, innovate, disseminate, support and promote quality in the practice of gastrointestinal endoscopy.

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### 1. Publication of accepted abstracts

The submission of the abstract constitutes the authors' consent to publication. All accepted abstracts will be published in the journal Endoscopy.

### 2. Important dates

Event	Date
Abstract/video submission opens	September 28, 2022
Abstract/video submission closes	December 6, 2022
Messages to abstract submitters (accepted, rejected and grant winners)	February, 2023
ESGE Days 2023	April 20 - 22, 2023

### 3. General Information

ESGE Days encourages work that contains basic, clinical or translational research findings. Please read the following information carefully before submitting your abstract/video:

- Abstracts and videos should be submitted using the dedicated online system. Submissions by fax, post or email will not be considered.
- All abstracts must be written in English.
- Commercial drugs names are not allowed, only molecule/active ingredient/generic names should be used.
- Limit the use of abbreviations and provide an explanation for each abbreviation used.
- It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific facts in the abstract text will be reproduced as typed by the author.
- Abstracts will not be considered for presentation if they have been published or accepted for publication elsewhere as a full article in printed or electronic formats up to December 6, 2022 submission deadline.
- We also accept case report submissions from endoscopists and allied health care professionals. These can be submitted as a regular abstract or a video submission. Please note NO images should be uploaded at the submission stage, although once accepted the reports will need to include images in the power point presentation.
- ESGE Days 2023 abstract and video submission closes on December 6, 2022 at 23:59 Central European Time. No further edits to abstracts, including authors names, authors order, author additions or changes to author information such as affiliations will be possible after this date.

#### 4. Abstract topics

Authors will be asked to designate their abstract to both a first and second level category.

<b>1<sup>o</sup> Layer/main category: Location OR Endoscopy service (Heading)</b>	<b>2<sup>o</sup> Layer/category: disease OR endoscopy service subcategory (Subheading I)</b>
<b>Esophagus</b>	
	Achalasia and Other motility disorders
	Barrett's esophagus
	Foreign bodies
	Gastroesophageal reflux disease
	Gastrointestinal cancer
	Leaks and Fistulas
	Non-GERD esophagitis (eosinophilic, caustic, infectious...)
	Nonvariceal gastrointestinal bleeding
	Portal hypertension-related bleeding
	Subepithelial tumors
	Zenker's diverticulum and Other esophageal diverticula
<b>Stomach and Duodenum</b>	
	Premalignant gastric conditions: atrophy, intestinal metaplasia, dysplasia
	Foreign bodies
	Gastrointestinal cancer
	Gastroparesia and Other motility disorders
	Leaks and Fistulas
	Nonvariceal gastrointestinal bleeding
	Nutrition and Feeding
	Obesity
	Peptic ulcer
	Polyps
	Portal hypertension-related bleeding
	Subepithelial tumors
<b>Small intestine</b>	
	Enteropathies (celiac disease and others)
	Gastrointestinal cancer
	Nonvariceal gastrointestinal bleeding
	Nutrition and Feeding

	Polyps
	Portal hypertension-related bleeding
	Subepithelial tumors
<b>Colon and Rectum</b>	
	Colonic volvulus and Pseudo-obstruction
	Diverticular disease
	Gastrointestinal cancer
	Hemorrhoids/Anal disorders
	Inflammatory bowel disease
	Leaks and Fistulas
	Miscellaneous colitis
	Nonvariceal gastrointestinal bleeding
	Polyps
	Portal hypertension-related bleeding
	Subepithelial tumors
<b>Hepatopancreaticobiliary</b>	
	Acute pancreatitis
	Ampullomas
	Benign biliary stenosis
	Biliary stones
	Chronic pancreatitis
	Cystic pancreatic neoplasias
	Hepatopancreaticobiliary cancer
	Liver transplantation
	Malignant biliary stenosis
	Pancreas divisum and Other congenital abnormalities
	Primary sclerosing cholangitis
<b>Mediastinum, Heart, and Lung</b>	
	Heart and Vascular diseases
	Cysts and Masses
	Lung cancer
	Lymph node pathology
<b>Endoscopy service</b>	
	Endoscopy procedural management
	Diversity and equity
	Green endoscopy and sustainability
	Quality and Training
	New endoscopic technology
	Miscellany

## 5. Abstract Presenter's Registration and Participation Policy

All abstract submitters selected for free paper sessions and the digital poster exhibition will be required to pre-record their presentation. All recorded abstracts/videos will be available on-demand via the virtual platform.

**IMPORTANT:** An author (or a co-author) of an accepted abstract is required to register for ESGE Days 2023 in order for the abstract to be included. It is possible to register either for the hybrid or the digital package.

ESGE encourages the onsite presence of all authors to maximise engagement with the audience and experts. Further information regarding presentation opportunities will be provided at a later date. Authors who are not able to travel to Dublin will not be able to participate in the onsite free paper session discussions.

During the abstract sessions onsite, ESGE wishes to engage with our participants, to open up a forum which offers authors the opportunity to discuss and disseminate their work on an international stage.

## 6. Top Abstract Authors and Travel Grants (contribution to travel and accommodation costs)

The top 60 accepted abstracts from presenting authors who are 40 years old or under as of December 6, 2022 are entitled to a travel grant valued at EUR 500 (international) and EUR 250 (local). Travel grants are only payable onsite in cash to those grantees attending the event in Dublin in person.

## 7. Free Paper Sessions

### ***Onsite delegate participation:***

- Pre-recorded presentations will be shown during the "Free papers sessions". Only abstract authors onsite will be able to participate in the live Questions & Answer session.
- If the author that pre-recorded the presentation cannot be onsite, a co-author who is onsite may participate in the Q&A.
- Abstract authors online will not be "zoomed in" for the sessions or the discussion.
- The sessions will not be streamed live and will not be recorded.
- Abstract authors are required to respond to any questions submitted by online delegates via the chat function for a 7-day period (including event days).
- The presenter will receive an email notification and be asked to respond to the question.

***Online delegate participation:***

- Online delegates will access the pre-recordings from the platform on demand.
- Abstract authors are required to respond to any questions submitted by online delegates via the chat function for a 7-day period (including event days).
- The author will receive an email notification and be asked to respond to the question.

**8. E-Posters (available on the online platform only – NO PRESENTING)**

- The presentations plus voice-over of maximum 4 minutes will be available on the digital e-Poster exhibition throughout the meeting and on-demand period.
- These are not live presentations, and the content will be pre-recorded and uploaded.
- Some ePosters may be selected for dedicated poster tours onsite in which case, authors will have an additional opportunity to present their poster in person. Information on this will be provided at the time of acceptance of your poster.
- When viewing the e-Posters, delegates can interact with the poster authors via the text chat box.
- The poster authors commit to responding to chat questions during the entire event and up to 7 days after the meeting via the chat box.
- Once a question/answer is posted in the text chat box, the poster author will receive an email notification and be asked to respond to the question

**9. Contact**

For any technical questions regarding the abstract submission system please contact [scientific@cyim.com](mailto:scientific@cyim.com). If you have any further queries, please contact Alka Patel on [ap@hamilton-services.de](mailto:ap@hamilton-services.de)

## 10. Abstract / Video Submission Process

### Personal account

Abstracts and videos should be submitted using the dedicated online system which will open on September 28, 2022. Before submitting an abstract, authors must create a personal account. More than one abstract can be submitted from one account. After an abstract has been created, modifications can be made until the submission deadline on December 6, 2022, 23:59 CET.

### Choose an abstract category

The abstract category is the general heading under which the abstract will be reviewed and later published if accepted. During the submission process, the submitter will be asked to select two additional subcategories. The abstract category and subcategories which best describe the subject of the abstract should be chosen.

### Abstract structure

Abstracts submitted should contain concise statements of:

**Aims:** indicate the purpose and objective of the research, the hypothesis that was tested or a description of the problem being analysed or evaluated.

**Methods:** describe the study period / setting / location, study design, data collection and methods of analysis used.

**Results:** present as clearly and in as much detail as possible the findings / outcome of the study. Please summarize any specific results.

**Conclusions:** explain the significance of your findings / outcomes and future implications of the results.

### Word limits

The abstract text body is limited to 20 lines (approx. 250 words) excluding the title.

### Tables

One table can be included, with maximum 5 rows and 5 columns.

### **Video Submissions**

The length of the video should be maximum 3 minutes.

The following formats are acceptable: \*.avi, \*.mpg, \*.mpeg, \*.mp4, \*.mpg4, \*.mov, \*.wmv

One video submission per abstract allowed.

### **Caution! Patient identification**

- For publication of illustrations/photographs in which individuals can be identified, written consent of the person involved must be submitted. If not, it should not be possible for anyone to identify the individual.
- All personal data relating to patient and/or examination (e.g. date, time, place, patient name, patient birth date, unique ID, examiner name or ID) must also be removed from images and videos before submission.
- Findings/diagnoses and markings such as arrows are allowed. If your image or video contains technical parameters, please make sure that they consist only of complete, recognizable data that are essential for understanding the image. All images and videos displaying unexplained letters or numbers will be rejected.

### **Submission confirmation**

After submission, a confirmation email will be sent to the submitter. In order to receive confirmation, please ensure that emails from [scientific@cyim.com](mailto:scientific@cyim.com) are not marked as spam by your e-mail provider.

Please contact [scientific@cyim.com](mailto:scientific@cyim.com) should you not receive confirmation e-mail after submitting your abstracts

## **11. Policies for Abstract / Video submission**

### ***Copyright policy***

Abstracts should not include libellous or defamatory content. Material presented in abstracts should not violate any copyright laws. If videos/figures/graphics/images have been taken from sources not copyrighted by the author, it is the author's sole responsibility to secure the rights from the copyright holder in writing to reproduce those videos/figures/graphics/images for both worldwide print and web publication. All reproduction costs charged by the copyright holder must be borne by the author.

***Resubmission policy***

Abstracts will not be considered for presentation if they have been published or accepted for publication elsewhere as an article in printed or electronic formats up to the December 6, 2022 submission deadline.

An abstract which has been previously published or presented at an international meeting can be submitted provided that there are new methods, findings, updated information or other valid reasons for submitting.

If preliminary or partial data has been published previously, the submitting author will be required to cite the publication as a reference in their abstract.

If the author neglects to provide a reference, the abstract will be rejected.

***Plagiarism***

The conference organizers regard plagiarism as serious professional misconduct. If plagiarism is identified, the abstract and any other abstracts submitted by the same author are rejected.

***Review and selection process***

All submitted abstracts will go through a blind peer-review process carried out by an international reviewing committee. The ESGE Days scientific committee uses abstract scores and rankings to develop the final congress programme and select abstracts for free paper sessions or the ePoster exhibition at ESGE Days. The top 4 abstracts will be featured in the Opening session.

***Abstract / video sessions***

The highest-scoring abstracts are selected for the free paper sessions within the programme; the rest of the abstracts will be displayed in the online ePoster exhibition.

***Notification of acceptance or rejection to corresponding author***

Notification of acceptance or rejection will be sent to the submitting (corresponding) author. Please note that only the submitting (corresponding) author will receive an email concerning the status and is responsible for informing all co-authors. Authors whose abstracts have been accepted will receive further information via email.

Declined invitations will result in automatic withdrawal.

***Common reasons for rejection:***

- Abstract poorly written
- Clear objective and/or hypothesis missing
- Linkage between different parts of the abstract not comprehensible
- Summary of essential results inadequate and/or missing
- If patient safety is compromised

**12. Abstract withdrawal**

ESGE Days will withdraw an abstract upon written request from the submitting author. Requests for withdrawal must be made by February 20, 2023. After this date, ESGE cannot guarantee that a withdrawn abstract will be excluded from publication. Requests to withdraw an abstract must contain the submitting author's name and abstract title. To withdraw an abstract, please contact [scientific@cyim.com](mailto:scientific@cyim.com)

**13. Summary*****Free paper sessions:***

- Pre-recorded presentation used in the session
- If onsite can participate in the discussion
- If online cannot participate in the discussion

***ePosters (online only):***

- Pre-recorded and only available on the online platform
- Potential opportunity for presenting onsite. Details to follow.