

Submission of Abstracts

The Organising Committee for the ICIN 2018 Congress invites you to submit an abstract for presentation at the Congress to be held at the Pan Pacific Perth from 29 - 30 November 2018.

Abstract Key Dates

Deadline for Receipt of Abstracts	Friday 27 April 2018
Early Bird Registration Opens	Friday 27 April 2018
Authors Notified of Acceptance	Monday 4 June 2018
Author Registration and Early Bird Deadline	Friday 31 August 2018

Conference Themes

Abstracts can be submitted under the below themes:

- Clinical Practice
- Education
- Research and Consumer
- Safety
- Workforce

The Organising Committee also welcomes abstracts that may not fall within the set themes above

Presentation Format

Abstracts may be submitted for the following presentation types:

- 20 Minute Oral Presentation (including five minutes question time)
- Three Minute Hot Topic - Three Minute Presentation + One Slide
- Pecha Kucha Presentation - 20 slides, displayed for 20 seconds each, 6.5 minute presentation.
- Static Poster Display

Decisions on the type of presentation offered will rest with the Programming Committee and are final.

Poster Presentations

All static posters will be on display for the duration of the Congress. Printed posters should be AO size (841mm x 1189mm high) and portrait orientation

All poster authors will be required to participate in a poster session during the Congress program.

Guidelines

All presenting authors must register and pay to attend the Congress. All authors must attend at least the full day of their presentation.

Submission of abstracts implies the author's agreement to publish the abstract in all Congress publications including the website. Successful abstracts must be presented by the author or a nominated co-author.

Acceptance of abstracts does not imply any payment from the Congress Committee. Authors must arrange and pay their own accommodation, travel etc. to attend the Congress.

Acceptance or otherwise is at the discretion of the Congress Program Committee whose decision is final.

Abstract Submission Guidelines

All abstracts must be submitted online by 5.00pm WST **Friday 27 April 2018**. Please plan your timetable for preparation and submission carefully.

Abstracts are to be submitted as a **.doc or .docx** only - a sample abstract template is available to assist you in this task.

- **Page Margins:** Please set the paper size to A4, single column and set the margins to be 2 cm all around. Do not use headers or footers.
- **Paper Title:** Arial 16 pt font, bold and centred, 6pt space to next line.
- **Authors:** Please *do not* list authors and affiliations in your abstract as a blind review process will take place. Instead, author names and affiliations are entered as part of the online submission process.
- **Abstract:** Arial 12 pt font, title bold and left justified. Abstract text to follow on directly after the title. Abstracts must be a minimum of 200 words and no longer than 300 words. Abstracts must be text only. Graphics, pictures or graphs should *not* be submitted.
- **Acknowledgements (if applicable):** Arial 12 pt font, bold and left justified. Acknowledgements to follow directly after the title.
- **References (if applicable):** Arial 12 pt font, bold and left justified. References text to follow directly after the title.

Once you have submitted your abstract online, you will receive an email containing a personal link. This link can be used to re-enter the Abstract Submission Portal, where you can view or make changes to your submitted abstract.

Following a review from the Committee, Authors will be notified of acceptance, decline and/or suggested modifications to the abstract by Monday 4 June 2018.

Decisions made by Reviewing Committee and moderated by the Conference Convenors are final. Please see "key dates" for submission and revision deadlines.

Terms and Conditions

- It is a condition of acceptance of the abstract that at least the presenting author must register to attend the Conference and present the paper either orally or participate within the dedicated poster sessions. Abstracts submitted before payment of registration are eligible for an offer of acceptance but final acceptance (and publication as a conference abstract) requires full payment of registration by the deadline of **Friday 31 August 2018**. All authors must attend at least the full day of their presentation.
- Submission of abstracts implies the author's agreement to publish the abstract in all Conference publications including the website.
- Acceptance of abstracts does not imply any payment from the Conference Committee. Authors must arrange and pay their own accommodation, travel etc. to attend the Conference.
- Acceptance or otherwise is at the discretion of the Conference Program Committee whose decision is final.

Questions

Should you have any questions please contact the Congress Manager

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