



# ECVS

# Abstract Guidelines

## 33<sup>rd</sup> Annual Scientific Meeting

4-6 July 2024, Valencia, Spain

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### Call for Papers

Abstracts for the Short Communications and Poster Session may be submitted by surgeons and scientists world-wide.

Abstracts for the Resident Forum may be submitted only by active ECVS and ACVS Residents.

**D E A D L I N E** The deadline for abstract submission is  
**December 15<sup>th</sup> 2023, 12.00h (GMT noon) sharp**  
No abstracts will be accepted after the deadline.

### General Instructions for Abstract Preparation

Only short abstracts are required except for Resident Forum submissions where an additional long format abstract is required (see Resident Forum instructions).

- Abstracts must be original and include presentation of data and results of statistical analysis. Review articles are not acceptable. Case reports may be submitted for poster presentation.
- The abstract(s) must not have been presented at / published in the proceedings of any other meeting prior to the next ECVS meeting.
- Authors making multiple abstract submissions must indicate their first-choice submission since it is unlikely that multiple abstract submissions will be accepted for oral presentation. When more than one abstract is accepted, the additional abstracts may be accepted for poster presentation.
- The Programme Committee reviews the abstracts blindly and abstract selection for oral presentation is based on an aggregate score. The committee will not enter into discussions with individual authors after the decision has been made.
- For the **ECVS Resident Forum** we only accept abstracts from ECVS or ACVS Residents.
- If your submitted paper is accepted for presentation at the Resident Forum, you must attend and give your presentation in person. No co-authors will be allowed to present a Resident's work at the Resident Forum. If

you find yourself unable to attend the meeting, please notify the Programme Committee immediately so that the presentation slot can be given to another Resident. Failure to do so means that you will have denied another Resident the opportunity to present. In very exceptional circumstances, a request can be made to the Programme Committee to present the work remotely. Please note that the final decision about this lies entirely with the Programme Committee, and such an opportunity will only be granted in truly extenuating circumstances which are outside of the Resident's control. Remote presentations will not be eligible for the Resident award.

- Preference will be given to experimental studies hypothesis driven over retrospective studies.

**N O T E** Please be aware, that if your abstract is accepted, you are required to register and pay for the Annual Scientific Meeting. All presenting authors are expected to attend the meeting in-person. Online presentations will not be accepted.

### Guidelines on Animal Welfare and Ethics

Prior to acceptance of a manuscript, the authors must certify by presenting institutional animal care committee approval documentation that all relevant legal and ethical requirements have been met with regards to the humane treatment of animals described in the study. The author(s) must specify in the Materials and Methods section and open it with the ethical review committee approval process and the international, national, and/or institutional guidelines followed. For studies using client owned animals, the methods must demonstrate a high standard (best practice) of veterinary care and include informed client consent. Manuscripts and authors that fail to meet these requirements and studies that involve unnecessary pain, distress, suffering, or lasting harm to animals will be automatically rejected. The reviewer(s) retains the right to reject scientific abstracts, posters or grant proposals on the basis of any of the above welfare, legal, ethical or clinical concerns; in case of doubt prior to submission authors should contact the ECVS office and their query will be forwarded to the appropriate person.



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# RESIDENT FORUM

### Abstract Submission Instructions

Please read the following instructions carefully before completing the online submission; failure to comply may eliminate your paper from the evaluation process.

- A short abstract must be submitted for review and accepted abstracts will be published in *Veterinary Surgery*.
- The short abstract must not exceed 250 words excluding title, authors, and institution information. It must be written in English in Arial font, size 11, single spacing between lines and submitted on the online form.
- **Authors:** list last name and initials of each author and complete the remaining relevant fields. Authors should be listed in the order for publication; it will not be possible to change this order following submission. It is the submitter's responsibility to indicate the ECVS or ACVS Diplomate status of each co-author as applicable (via the relevant check-box).
- **Title:** the title of the abstract should be brief and accurately reflect the content of the abstract. Abbreviations should not be used. The title must not be all in capital letters.
- **Abstract body:** The abstract must be split into four sections Introduction, Methods, Results, and Conclusions and inserted in these respective fields in the submission form. The section titles are hard-copied into the submission form and do not need to be repeated in the text. No word limit per section is applied, but the overall word count of 250 across all four sections must not be exceeded.
- For Case reports, the Methods field can be used for the case description.
- Tables, charts and references should not be included in the short abstract.

It is strongly advised that abstracts are checked by a native English speaker prior to submission where relevant.

The reviewers reserve the right to refuse abstracts that have not been properly checked and which require extensive editing.

### Submissions for the Resident Forum

Abstract must be submitted in **two** forms:

1. A short abstract for publication in *Veterinary Surgery* (please see the general abstract submission instructions). Please ensure the results and conclusions are consistent with the long abstract. Please pay special attention to the format required. Failure to adapt to these guidelines will result in automatic rejection of your abstract.
2. A long abstract for anonymous evaluation and as basis for use by the designated discussant. The long abstract must not exceed a maximum of 1,500 words including title, tables, picture legends, graphs and references. The maximum file size is 10 MB. A .doc / .docx document must be uploaded and submitted online together with the short abstract.

### Instructions for Long Abstracts (Resident Forum only):

- The long abstract must be written in English in Arial font, size 11, single spacing between lines. It should be divided into five sections (Title, Objectives, Methods, Results, and Conclusions). Preference will be given to experimental studies hypothesis driven over retrospective studies. Single case reports are unlikely to be accepted but a case series that adds to existing knowledge is acceptable.
- No names, institutions or sources of support should appear within the text.
- **Title:** The title of the abstract should be brief and accurately reflect the content of the abstract. Abbreviations should not be used.
- **Objectives:** This should provide a brief background on the topic / previous work; include a statement about the objectives of the study and any hypotheses.
- **Methods:** Briefly describe the study design and techniques used including methods of statistical analysis as appropriate. Use generic names of drugs (i.e. not trade names). For case series, a concise description of the cases should be provided.



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- **Results:** The outcomes of the study and results of statistical analysis (including p-values as appropriate) must be presented in sufficient detail to support the conclusions. The terms „will be discussed“ or „results will be presented“ are not acceptable and will lead to the abstract being rejected.
- **Conclusions:** This should outline the key findings of the study and how this knowledge adds to the existing literature. Novel aspects and limitations of the study should be briefly discussed together with how the findings may contribute to clinical practice. Areas for future research may also be included.
- **References:** Include only essential references. Use Vancouver citation style.
- **Graphics:** All figures, images, graphs must be embedded within the long abstract document. A maximum of 6 figures, tables or charts is allowed per abstract. All figures/images/graphs must be accompanied by a legend and must be inserted at the end of the document. Remember the limit of 1,500 words.
- The use of standard abbreviations without definition is acceptable. Other abbreviations should be defined by placing them in parentheses after the full word is used in the text for the first time.
- Use numerals (e.g. 1, 2, 3) to indicate numbers except when beginning sentences, which must commence with the written number (e.g. One, Two, Three). Use special font for Greek / mathematical symbols.
- Submit one single .doc / .docx file. Zipped files or multiple separate files or figures / images / graphs will not be accepted.

**Please follow these instructions carefully!**  
**Thank you.**

## TIMELINE

**September 2023:** Abstract submission opens on the ECVS website

**15 December 2023, 12:00 (noon) GMT:** Submission deadline; the portal automatically shuts down at 12:00 GMT sharp. No late submissions will be accepted.

**March 2024:** Authors are notified of the acceptance status of their abstract(s). List of accepted abstracts is published on the ECVS website

**15 May 2024:** Registration deadline for presenting authors of an accepted abstract (oral presentation or poster). If registration and payment are not received by this date, the abstract will be withdrawn from the programme and from publication in *Veterinary Surgery*. **All presenting authors are expected to attend the meeting in-person.** Online presentations will not be accepted.

**June 2024:** Pre-congress slide upload available to presenting authors

**27 June 2024:** Deadline for upload of ePosters<sup>1)</sup>

**4-6 July 2024:** 33<sup>rd</sup> ECVS Annual Scientific Meeting in Valencia, Spain

<sup>1)</sup> All posters at the ECVS Annual Scientific Meeting will be presented as ePosters both on-site and on the online portal.

## Online Submission Process

- Abstracts are only accepted when submitted online via the abstract submission portal at [www.ecvs.org](http://www.ecvs.org).
- A personal login to the ‚your ECVS‘ area is required to access the portal.
- The abstract portal is accessible via the ‚Submit abstracts>‘ menu in ‚your ECVS‘.
- To obtain a new login, please contact [info@ecvs.org](mailto:info@ecvs.org).
- If you have a login but have forgotten it, please use the ‚Forgot password?‘ function at [www.ecvs.org](http://www.ecvs.org).
- It is strongly recommended to test the login ahead of time to make sure that it is working. **No extensions of the deadline will be granted for technical reasons or loss of login details.**



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