



**ABSTRACT SUBMISSION GUIDELINES**  
**ESVS 31<sup>st</sup> Annual Meeting**  
**Lyon, France**

### 1. General Information

The abstract submission is open to vascular surgeons, trainees, nurses, technicians and specialists of all related disciplines.

#### Timeline:

- **Abstract submission opens:** January 16, 2017
- **Abstract Submission closes:** April 12, 2017 (14:00 CET)
- **Review period:** April 17 – May 1, 2017
- **Notification of Acceptance:** Mid-May 2017
- **Early Bird Registration Deadline:** June 1, 2017
- **Deadline to confirm acceptance:** June 15, 2017

### 2. Abstract Categories

Abstracts should address aspects of vascular surgery on all aspects. Each abstract submission will be associated with a **corresponding category** found in the predefined list of categories for a total of 14 categories. The submitter is required to select the most appropriate category for the abstract in the online submission form. All entries should fall under one of the below categories:

|   |                                      |
|---|--------------------------------------|
| Supra-aortic Arterial Disease             | Chronic Wound Management             |
| Peripheral Arterial Disease               | Vascular Biology                     |
| Thoraco-abdominal Aortic Disease          | Miscellaneous                        |
| Abdominal Aortic Diseases                 | Ongoing Trials                       |
| Venous Diseases (including Malformations) | Case Reports (only for EVST session) |
| Vascular Access                           | Vascular Nursing                     |
| Vascular Imaging                          | Vascular Trauma                      |

### 3. Sessions Type

**(1)** All abstract submitters should be prepared to present the abstract as an oral communication or poster presentation. Abstract presenters that would like to be excluded from presenting an oral communication can indicate their preference in the appropriate box on the online abstract submission form.

For any questions regarding the abstract submission process, please contact the ESVS Annual Meeting Secretariat at [esvs\\_lyon2017@mci-group.com](mailto:esvs_lyon2017@mci-group.com)



(2) The abstract review committee reserves the right to assign a different presentation format from the one selected by the presenting author.

**(3) NEW THIS YEAR:**

➤ **FAST-TRACK ABSTRACT SESSIONS (Tuesday, 19 September, 2017):**

The authors of abstracts selected for **oral communication** will be invited to deliver a *short presentation* of their abstract on Tuesday, 19 September, 2017, between 13:00-18:00. **Time for presentation will be 4 minutes, followed by 2 minutes for questions from the Jury/audience.**

**PLEASE NOTE:** The **48 top-scoring presentations (of 160 presented)** will be selected to present an *extended version* of their abstract in one of the Scientific Sessions of the Annual Meeting, either on Wednesday, Thursday or Friday that week, 8+4 minutes. All oral presenters should therefore be available all four days of the congress, and should prepare one short and one long presentation. We want to emphasize the fact that neither you nor we know before Wednesday morning if and in that case when the paper will be presented at one of the plenary sessions.

**(4) Oral Prize Session:** Ten revised abstracts will be selected directly for oral presentation and will be included in the Prize session. Authors of abstracts selected for the **Prize Session**, as well as the other three abstracts, will be communicated their date and time of presentation on May 15. These will not present during the Fast-Track Abstract Sessions.

**(6) Poster Prize Session:** Authors of abstracts selected for **poster presentation** will be required to set up their poster in a dedicated area in accordance with any communicated deadline.

All Poster presenters are required to prepare a **3-slide PowerPoint presentation**, in case they are selected for the Prize Poster Session. The **scoring of the Posters** will take place on Wednesday, 20 September 2017 (exact timing will be announced in due time). We strongly encourage authors to be present next to their poster to answer any potential questions from the Scorers.

Scorers will select **10 posters** for the Prize Session and notify the authors per email and per phone on Wednesday, 20 September 2017 in the evening. Please make sure to be reachable through phone and email at that time. During the Prize session, each author will be allocated 3 minutes for presentation and 2 minutes to answer questions.

#### **4. Abstract Format**

**(1) Abstract title:** The title should provide a reasonable completed description of the study that was conducted, and sometimes even foreshadow the findings. The title should be informative, concise and intelligible.

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## **(2) Abstract body:**

The following format must be followed:

- Introduction* The introduction should be a brief section designed to inform of the relevance of the research and include a short history of relevant background that leads to a statement of the problem that is being addressed.
- Methods* The methods section should contain sufficient information to be able to understand the experimental design, the analytical techniques and the statistics used in the study.
- Results* The results section describes but does not interpret. The presentation data may be either chronological to correspond with the methods or in the order of most to least important.
- Conclusion* The conclusions section should provide only conclusion of the study directly supported by the results, along with implications for clinical practice, avoiding speculation.

## **(3) Abstract layout:**

- Abstracts must be submitted in English.
- The title of the abstracts should not exceed 200 characters (including spaces and punctuation)
- Abstracts should have a minimum of 300 words and a maximum of 500 words.
- References should be included.

## **(4) Graphics, tables and images: Up to one graphic, table and image can be included in the abstract.**

Graphics and images should be included in high quality and follow criteria below:

|                   |               |                |
|-------------------|---------------|----------------|
| <b>Width</b>      | min 90 pixels | max 750 pixels |
| <b>Height</b>     | min 90 pixels | max 750 pixels |
| <b>Size</b>       | min 30 KB     | max 750 KB     |
| <b>Resolution</b> | min 96 dpi    | max 750 dpi    |

Allowed file type: gif, jpg, png

## **(5) Submitting author: The person submitting the abstract should be the author presenting the work.**

The ESVS respects the Vancouver agreement on authorship, and in light of that, we only accept a maximum of 8 authors from single-centre reports. In multicentre, and in particular multi-national collaborations more than 8 authors are accepted.

## **5. Submission Policy**

For any questions regarding the abstract submission process, please contact the ESVS Annual Meeting Secretariat at [esvs\\_lyon2017@mci-group.com](mailto:esvs_lyon2017@mci-group.com)



Submitted abstracts must describe unpublished work (as full papers) at the moment of the submission. Unpublished abstracts presented at other scientific meetings (different specialties) will be considered. Abstracts will be published exactly as submitted. Any abstract considered unsuitable for reproduction will not be published.

The authors should try to avoid to reveal the name of the country or center submitting the abstract, since the abstracts are evaluated in a blinded fashion. The reviewing committee understands the difficulty this may present in the case of multinational studies, nevertheless, authors are strongly encouraged to not reveal the origin of the work.

## **6. Review and Acceptance**

The scientific review committee will review the abstracts according to the relevance to ESVS, objectivity of statements, suitability of methods, conclusions confirmed by objective results, scientific value, originality of work and overall impression.

The notification of acceptance or rejection will be sent out by mid-May 2017. If the presenting author is unable to present the abstract, one of the co-authors can present in his/her place. An email from the presenting author indicating the change is requested and must be received by the ESVS Secretariat **by June 15, 2017**.

## **7. Registration and expenses**

All presenting authors of selected abstracts will need to register for the ESVS 31<sup>st</sup> Annual Meeting in due time. Please remember that early registration is more economic. The deadline for Early Bird Registration is **June 1<sup>st</sup>, 2017**. The ESVS will not cover costs incurred in submitting an abstract or poster, or for travel and accommodation costs for presenting authors.

**The ESVS is looking forward to receiving your abstract for its 31<sup>st</sup> Annual Meeting in Lyon, France!**

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