

Below you can find the rules for submitting an abstract. For deadlines and further details on the particular conference, please visit the conference website.

ABSTRACT GUIDELINES

GENERAL RULES FOR SUBMISSION OF ABSTRACTS

1. The presenting author is required to ensure that all co-authors are aware of the content of the abstract before submission.
2. Submitted abstracts should include **non-published data**.
3. Abstracts **previously presented** will not be accepted.
4. All abstracts should be submitted and presented in **clear English with accurate grammar and spelling** of a quality suitable for publication. If you need help, please arrange for the review of your abstract by a colleague who is a native English speaker, by a university specific publications office (or other similar facility) or by a copy editor, prior to submission.
5. The submission form allows you to change your abstract until the abstract submission deadline. Please note that abstracts must be SUBMITTED before the deadline in order to be send.
6. The number of submitted abstracts is **limited to one per presenting author**.
7. All abstracts submitted will be **reviewed by the Scientific Program Committee** based on purpose, scientific content, novelty, relevance, methods, actuality, and language. If a selection is necessary, the diversity of research institutions will be taken into account (i.e. if necessary, we will try to reduce the number of applicants from the same laboratories).
8. You will be notified in-time whether the abstract has been accepted for a poster presentation or a short talk.

SUBMIT NEW ABSTRACT

- **Title:** The Abstract title is limited to **125** characters (including blanks)
- **Content:** The Abstracts should not exceed **1400** characters (including blanks)
- **Authors:**

- All authors have to be listed in the respective field calls “**Authors**”:

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- If you are registered with an Indico Account (e.g. DKFZ employees), you may click “Add myself”, otherwise please click “Enter manually”
- Other Indico Accounts can be added via the search function “Add from search” or via the button “enter manually”
- **When using the formular “enter manually”, please make sure to enter “Affiliation”, “First Name”, “Family Name” and “Email”.** These fields are the basis for generating the abstract booklet and for contacting you via Email

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- The presenting author has to be listed in the field “**author**” and has to be marked as “**speaker**”. The speaker will be used for notifications on the status of the abstract.

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- **Contribution type:** Some of the submitted abstracts might be selected for a talk by the Scientific Program Committee. Please indicate in the registration form whether you are prepared to give a talk – if selected – or whether you prefer to present a poster.
- **Track:** The thematic selection of a “Track” helps to distribute abstracts to reviewers. The Number of **tracks**, in which your abstract can be categorized, is limited to **one**.

ABSTRACT SUBMITTERS' DECLARATION

During abstract submission you will be asked to declare the following:

1. I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected after final submission and I am aware that it will be published in the as submitted.
2. Submission of the abstract constitutes the consent of all authors to publication (e.g. abstract booklet)
3. The abstract submitter warrants and represents that no part of the information and content provided by him/her (hereafter: the "content") to the organizers of the conference (hereafter: the "organizers"), nor the publication of any such content by the organizers, on the internet or otherwise infringes any third party rights, including but not limited to privacy rights and/or intellectual property rights.
4. The abstract submitter grants the organizers a copyright license to reproduce, publish, translate, distribute, and display the text of the content on a royalty-free, perpetual, irrevocable nonexclusive basis.
5. I herewith confirm that the presenter is listed as "author" and marked as "speaker". I understand that the contact details saved in this system for the author/speaker will be used for notifications on the status of the abstract. The presenting author (=speaker) is responsible for informing the other authors about the status of the abstract.
6. I understand that the presenting author must be a registered participant. Presenters must attend the conference in person (virtual presentations of posters are not planned) and must register for on-site attendance using the registration form. The participation fee as well as travel and accommodation expenses will not be covered by DKFZ.
7. The organizers reserve the right to remove an abstract from publication and/or presentation which does not comply with the above.

CONFLICT OF INTEREST & ETHICAL APPROVAL

I declare that I have received ethical approval for my study (if applicable), and I will declare any conflict of interests in my presentation at the conference and in the abstract.