CIRSE 2024

GUIDELINES FOR ABSTRACT SUBMISSION

Thank you for your interest in submitting an abstract for CIRSE 2024. More information about the congress can be found on cirsecongress.cirse.org.

Before submitting your abstract, please read the following instructions carefully:

Deadline for Abstract Submission is **March 21, 2024** (23:59 CET).

General information

- All abstracts have to be submitted online through the **official CIRSE abstract submission system**. Abstracts sent by email will not be considered.

- All abstracts must be submitted in **English**.
  Abstracts will **not** be **language-edited** or **proof-read**. Submitters, in particular non-native English authors, are therefore strongly recommended to have their abstracts checked by a native speaker or make use of a language editing service.

- The presenting author of an accepted abstract is expected to register for and attend CIRSE 2024. Poster presenters need to complete and pay their registration **by August 29, 2024** otherwise the poster will be withdrawn from the programme of CIRSE 2024.
  Costs associated with the submission and presentation of an abstract are the responsibility of the presenter.

- It is the responsibility of the submitter to make sure that all authors listed in the author block of an abstract agree with the publication of the abstract.

- Submitting multiple copies of the same abstract under different topics and/or types is not allowed.

- If an abstract is on clinical or experimental research in humans or animals or in case this is required by applicable law, the study has to be approved by the competent ethics committee.

- All received abstracts will undergo a double-blind peer reviewing process.

- **Notifications of acceptance or rejection** will be sent by email in May, 2024.

- Please make sure that indicated email addresses are correct and that your mailbox allows emails from scientific@cirse.org.

The following **5 abstract types** can be submitted:

Scientific Abstract

Structure:	1. Purpose 2. Materials and methods 3. Results 4. Conclusion
Description:	Reporting about research projects, studies, trials, etc. Prospective studies will be rated higher than retrospective, comparative higher than single-arm, multi-centre higher than single centre.
Word limit:	250
Presentation format:	Oral presentation or electronic poster. Submitters may indicate their preferred presentation format. The final decision whether an abstract is accepted for oral presentation or as an electronic poster is up to the Scientific Programme Committee.

Educational Abstract

Structure:	1. Learning objectives 2. Background 3. Clinical Findings/Procedure details 4. Conclusion
Description:	Reviewing and teaching a topic; by means of e.g., literature review, pictorial essay, describing a series of cases of a particular finding or procedure.
Word limit:	250
Presentation format:	Electronic poster

Case Report Abstract

Structure:	1. Clinical History/Pre-treatment imaging 2. Treatment options/Results 3. Discussion 4. Take-home points 5. Images (min. 1 / max. 2)
Description:	Summarising the clinical history, diagnosis, treatment and follow-up of an individual patient.
Word limit:	250
Presentation format:	Electronic poster

FIRST@CIRSE Clinical Trial

Structure:	1. General study info
	Study name (long & short) and indication of database where study is registered and identifier (e.g., clinicaltrials.gov; NCT03775980)
	2. Purpose
	3. Methodology
	4. Endpoints
	5. Expected data/impact on IR
Description:	Clinical trials with prospective study design.
	Final data set has to be presented for the first time @ CIRSE 2024.
	(No meta-analysis, no systematic reviews)
Word limit:	250
Presentation format:	Oral presentation or electronic poster.
	Submitters may indicate their preferred presentation format. The final decision whether an abstract is accepted for oral presentation or as an electronic poster is up to the Scientific Programme Committee.

Trial Design and Methodology

Structure:	1. General study info
	2. Background and rationale
	3. Objectives
	4. Methodology
	Description of trial design including type of trial (e.g., parallel group, crossover, factorial, single group), allocation ratio, and framework (e.g., superiority, equivalence, noninferiority, exploratory)
	5. Endpoints
	6. Expected data/impact on IR
Description:	Upcoming, registered trials in the early stage of the trial, description of trial design, methods and operational aspects is sufficient, no trial results required in this category (no meta-analysis, no systematic reviews)
Word limit:	250
Presentation format:	Oral presentation or electronic poster.
	Submitters may indicate their preferred presentation format. The final decision whether an abstract is accepted for oral presentation or as an electronic poster is up to the Scientific Programme Committee.

In case of technical problems, please contact scientific@cirse.org.

We look forward to receiving your abstracts.
Your CIRSE Scientific Department