Guidelines for abstract submission poster presenters

1. GUIDELINES

Abstracts should be prepared strictly according to the following instructions:

Content
- Abstracts should include:
  - brief introduction to the research question
  - aim(s) of the study
  - methods used including statistical analysis methods
  - summary of results containing real data and the outcome of statistical analyses
  - conclusions
- Abstracts must report on high quality original research in the field of neuropsychopharmacology and/or (applied) neuroscience that has not been published whole or in part elsewhere.
- The statements, in particular in the conclusion section, should be balanced.
- No abbreviations or trade names are allowed in the title. However, the generic name may be used.
- Use standard abbreviations for well established neuropsychopharmaceuticals. Place unusual abbreviations in parentheses after the full word the first time it appears. Clearly identify all neuropsychopharmaceuticals used.
- Please indicate on the online abstract form the topics of your abstract in ranking order.
- A disclosure on potential conflicts of interest is requested when submitting an abstract.

Layout
- Abstracts must be submitted in English.
- Type the abstract text in single spacing.
- The title should not exceed two lines (approximately 120 characters and/or 20 words).
- Write the title in lower case letters and do not put a dot at the end.
- Abstracts should have a minimum of 450 and a maximum of 500 words (excluding references).
- The use of underlined is not permitted. Words that need emphasis should be bold or italics type.
- Only one table is allowed, please note that graphs and pictures can not be included. Tables cannot be inserted with copy/paste. Please type your table with the help of the ‘table button’ (top left, middle button).

References
- No more than five references to previous publications may be included. In the body text, a publication should be referred to by a consecutive number between brackets, i.e. [1], [2], [3], [4] and [5].
- Authors are responsible for the accuracy of references. Only published articles and those in press (the journal should be stated) may be included; unpublished results and personal communications should be cited as such in the text.
- The references should be provided in accordance with the following examples:

  Reference to a journal publication

  Reference to a (chapter in a) book

Reference to a website

Reference to a DOI

Authors
- Insert the author's initials, last name and address(es) of the institution as indicated on the on-line form. Do not add: Prof, Dr, etc.
- The person submitting the abstract should be the author presenting the poster (presenting author). All communication will be done with the presenting author.

2. EVALUATION AND PUBLICATION

Review
An abstract is eligible for review when:

- The abstract is submitted according to the guidelines and on or before the deadline.
- The presenting author has registered and paid for the congress within 2 weeks after submitting the abstract, and no later than 15 April 2018.

The abstracts submitted will be reviewed for:

- Presentation at the congress by means of a poster and/or e-poster.
- Publication in the congress supplement to the journal European Neuropsychopharmacology*

* An abstract that is not accepted for publication can still be presented at the congress. The titles and authors of these abstracts will be listed in the congress programme booklet, in the ECNP app and in the online programme.

All submitted abstracts (from registered presenting authors) will be evaluated by a scientific review committee. Authors will be informed of the committee’s decision by e-mail by 1 July 2018. There can be no correspondence about the outcome.

Abstracts will be available via our online scientific programme on 2018.ecnp.eu and on the ECNP app.
Conditions for publication
Abstracts accepted for publication will be published after the congress in a congress supplement to the journal European Neuropsychopharmacology, but only if:

- The presenting author attends the congress and
- The poster is displayed in the poster area on the day of the poster presentation and
- The presenting author presents the poster on the day and time on which the presentation has been scheduled (please note that we will check on site to make sure people stick to their presenting schedule)

Please note: If the presenting author does not meet all three criteria mentioned above the abstract will not be published in the congress supplement to the journal European Neuropsychopharmacology.

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