< Guidance for filling in this template:

* Format — Microsoft Word (.doc) file only;
* The document must not be password protected or saved as ‘Read only’, as this may result in your abstract failing to upload successfully;
* Please write in English and structure your submission using the sub-headings overleaf, using the sub-headings that work best for your abstract. Remove any surplus sub-headings not being used (e.g. If you are using ‘Key findings’ – remove ‘Results’);
* Each presentation’s abstract must not exceed 250 words (excluding title and authors and ‘Disclosure of interest’ statement); an extra 50 words are given **only** to submissions answering either, or both, of the two optional fields;
* Use Calibri 11 font size only;
* Use sentence case;
* Use single spacing only;
* Leave one line between paragraphs;
* Specify all abbreviations in full at the first mention, followed by the abbreviation in parentheses; thereafter abbreviations only should be used;
* Do not include references;
* Check the abstract thoroughly for spelling and grammar. >

Disclosure of interest statement:

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Please include a ‘Disclosure of interest’ statement in your abstract for any contributions received relevant to this work.

< For example: *[Organisation]* has received funding from *[Company]*. *[No]* pharmaceutical grants were received in the development of this study. This work was supported by *[a Project Grant].* >

< ***Note: If accepted into the conference programme, you will be requested to include a ‘Disclosure of interest’ slide in your presentation.*** >

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| Structured session/workshop section |
| Title | < Insert structured session/workshop title here. > |
| Chair | < The Chair for your structured session/workshop; include the Chair’s full name, affiliation and city/country. > |
| Chair’s e-mail | < Enter the e-mail address of your chair. > |
| Aim | < Overall aim of the symposium. > |

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| Presentation section |
| Presentation 1 | < Insert title here. > |
| Authors | < Insert all authors for this presentation. * Principal author to appear first;
* Underline the name of the author who will be presenting;
* All authors must be listed with their first name, any initials and surname, with commas between each name;
* Omit academic degrees and titles;
* Include affiliations/organisation for each author (i.e., department, institution, city, country). Use superscript numbering after the author’s name to indicate affiliations;
* Include the presenter’s e-mail address.

Example: Author One1, Author Two2, Author Three31 Affiliation One, 2 Affiliation Two, 3 Affiliation Three > |
| Presenter’s e-mail | < Enter the e-mail address of the presenter. > |
| Introduction/ issues OR Introduction and aims | < Insert text here on study objectives, hypotheses tested, research questions or description of the problem. > |
| Method/ approach OR Design and methods | < Insert text here. > |
| Key findings OR Results | < Insert text here. > |
| Discussions AND conclusions  | < Insert text here, including implications for translational research, practice or policy. > |

< Repeat previous section for additional presentations. >

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| Discussion Section (optional) |
| Title | < Outline the discussion/interactive component of the symposium including the aims for those attending the symposia and the desired outcome. > |
| Chair | < If the Chair is not leading the discussion, add the discussant’s name here; include the discussant’s full name, affiliation and city/country. > |
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