

**9TH LONDON-INNSBRUCK
COLLOQUIUM
ON STATUS EPILEPTICUS
AND ACUTE SEIZURES**

**APRIL 8 – 10, 2024
LONDON, UK**

Late breaking abstract submission guidelines

Submission deadline: March 25th, 2024

Please read the guidelines below carefully before you start with the submission process in order not to risk rejection of your abstract due to formal criteria.

- Maximum allowed words: 500. No tables or graphs are allowed! Please use upper and lower cases
- The abstract body must be structured as follows:

Background

Methods

Results

Conclusions

Abstract submission account:

To submit your abstract you have to create a submission account. The system will first ask you to complete the corresponding author's contact details. As soon as all the details have been completed, the "abstract submission" tab will appear and the submission process can be started. Abstracts can then be entered, saved as drafts or be submitted. Once an abstract has been submitted, no further changes or amendments are possible. For abstract submission, we need to collect the corresponding author's contact details. We guarantee that all the given information will be used for the correspondence regarding the abstract submission only. The data is stored for no other purpose and will not be used in another way.

Submission process:

In the submission process you first have to fill in all the details regarding your abstract such as the title, authors and category, and afterwards you can enter your abstract text.

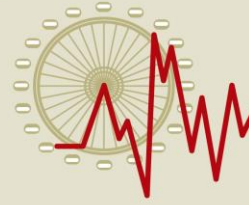
Step 1 – Abstract Title: You enter the title of your abstract here, please use upper and lower case, do not put a full stop at the end. Maximum allowed length is 30 words please use upper and lower cases.

Step 2 – Category: Please choose here whether your abstract fits better to the topic of basic science or clinical science.

Step 3 – Authors and Affiliations: The corresponding author is automatically in the system as the first and presenting author. You may change this information if necessary and then add additional affiliations and co-authors by clicking on the corresponding buttons.

Step 4 – Abstract text: Here you can enter your abstract text. Please enter the **text only**, no title, no authors (these are taken from the information entered above). Maximum allowed words: 500.

No tables or graphs are allowed!



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Step 5 – Review: Please check again whether all details are correct. Any sections that are still required to be completed for submission are marked in red.

Step 6 – Submit your abstract: This will only be possible if all previous steps have been completed. Please note: Once your abstract has been submitted no more changes are possible since it is directly forwarded to the reviewers.

If you want to submit another abstract please click on the tab "Abstract Submission" once again and restart the process. Please note that every time you login and out a new draft version will be opened and stored. You may delete all the draft versions you do not need by clicking "delete".

The deadline for late breaking abstract submission is **March 25th, 2024**

The conference organisers will notify the author with their decision about whether or not the abstract is accepted **by end-March 2024**.

The corresponding author will also receive an automated email confirming the abstract submission was successful and the abstract has been forwarded to the reviewers.