



Welcome to the 2024 Nutrition Congress | Online Abstract Submission Portal

Thank you for your interest in submitting an abstract for the upcoming 2024 Nutrition Congress. The contribution of presenters is critical and we value your input.

- If you have not yet submitted an abstract for 2024, please create a new account below first.
- If you have already submitted for **2024** - Please sign into the Abstract Portal with your account email address and password.
- If you have any questions regarding your submission please contact kristy@confpartner.co.za

Sign in

Email Address

Password

New Account

Create Account:

- You must create a primary contact before you can submit an Abstract.
- Please click on the **Create New Account** button below to create a new primary contact.

Email Address

Reenter Email Address

Password

Confirm Password

Complete and create your own password

- To begin the submission process you must first create a contact which is done on the [Contact Information](#) page.
- After creating a contact, additional tabs will appear that will enable you to upload and submit your profile.

Click on "Contact Information"

Please Note: Before submitting your Abstract for review - Kindly ensure you have read through the Submission Guidelines, Instructions and Terms.

Update Contact Information:

- Below is the current information associated with your profile.
- To update this information click the [Create New Contact](#) button.

Create new contact OR edit current contact details to complete your profile

Create Contact

2024 NUTRITION CONGRESS | Abstract Contact Information

Presenting Author | Contact Details

<input type="text" value="Title"/>	<input type="text" value="First Name"/>
<input type="text" value="Last Name"/>	<input type="text" value="Organisation"/>
<input type="text" value="Position within Organisation"/>	<input type="text" value="Verify Email Address"/>
<input type="text" value="Email Address"/>	<input type="text" value="City"/>
<input type="text" value="Mobile Number"/>	<input type="text" value="Country"/>
<input type="text" value="State Province"/>	

Complete all the profile information REQUIRED and SUBMIT

Abstract Submission:

- This page will take you through the process of submitting your abstract.
- Each of the tabs on the left hand side of the page will bring up a step in the submission process.
- At any time in the process you can click the **Save As Draft** button to save your incomplete submission.
- The Review section will give you an overview of the sections that are still required to be completed.
- Once all required sections have been completed, you can submit your abstract in the **Submit** section of the page.

Click on
"Abstract Submission"

Title Presentation Type	Abstract Title:	Draft
Themes	<ul style="list-style-type: none">• Title can not be longer than the specified number of words (30)	
✕ Authors Affiliations Biography	<p>Title</p> <input type="text"/>	
Abstract Upload	<p>Word Limit 30</p>	<p>Word Count 0</p>
Additional Information	Presentation Type:	
AV Requirements	<ul style="list-style-type: none">• Choose your presentation type from the drop down list below	
Review	<p>Presentation Type</p> <input type="text"/>	
Submit		<p>Save As Draft Continue</p>

Add your abstract title | select a presentation type from the dropdown list

Title Presentation Type	Themes:	Draft
Themes	<ul style="list-style-type: none">• Choose a theme for your abstract from the list below	
✕ Authors Affiliations Biography	<p>Theme</p> <input type="text"/>	
Abstract Upload		
Additional Information		<p>Save As Draft Continue</p>
AV Requirements		
Review		
Submit		

Select from the dropdown list

Title Presentation Type
Themes
✕ Authors Affiliations Biography
Abstract Upload
Additional Information
AV Requirements
Review
Submit

Draft

Author Affiliation:

- » Enter the Author Affiliation/s.
- » Click on the "Add Affiliation" button below to add more affiliations (Institutions/companies that you are affiliated to)

1 ✕

Affiliation

City/Suburb/Town

State

Country

Multiple author affiliations can be created

➕ Add Affiliation

Abstract Authors:

- » Enter the details for each **Author** below.
 - » Multiple Affiliations can be added to an Author.
 - » Only numbers and commas allowed in the affiliation text block, **no letters or spaces**.
- Example: Correct** 1;2;3 **Incorrect** Private Offices
- » View the submission screenshots on the **Guidelines** page if you are unsure.

1 ✕

Title

First Name

Last Name

Presenter

Organization

Position

Affiliations

Multiple author affiliations can be added. Reference the relevant number only, separated by a comma (no text!)

➕ Add Author

Presenting Author Biography:

- » Enter the bio for the presenting author.
- » **Additional presenting author bio's can be uploaded on the ABSTRACT UPLOAD tab as a PDF document.**
- » Limited to the number of words specified. **Limit: 100 words.**

Biography

The chairperson will introduce you using this biography

Word Limit 100 Word Count 0

Save As Draft Continue

Title Presentation Type
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Abstract Upload

Draft

- » Please input your Abstract into the text block below.
- » **Do not** include the Abstract title or Author information in this block.
- » Please check that no text has been cut off.

- ! You will not be able to add additional words once the **300 word limit** has been reached, please check your abstract once submitted.
- ! Ensure that special characters have copied correctly.
- ! Ensure that the full abstract has been successfully uploaded by logging out and logging in to your profile again.

Your abstract should state clearly what your presentation will cover, how it will contribute to the particular session and be of benefit to the audience.

Check that your abstract has copied and pasted correctly and that the text has not been cut off!

Content

Special Character Keyboard

Word Limit 300 Word Count 0

Keywords * Special Character Keyboard

Word Limit 5 Word Count 0

Conflict of Interest * Special Character Keyboard

Word Count 0

Co-Presenting Author/s Biography
UPLOAD HERE: (PDF) Browse ...

Symposium Submission Document
(PDF) Browse ...

Save As Draft Continue

Title Presentation Type
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Additional Information

Draft

1. Has the work in this abstract been published? ▼
*

2.1. Has the work in this abstract been presented as a poster or oral presentation at a conference/congress? ▼
*

2.2. Has the work in this abstract been presented at another official platform? ▼
*

3. Oral Presentation Submitters: If not accepted as an oral - Are you happy to be considered as a poster? ▼
*

Complete all additional information required

Title Presentation Type
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AV Requirements

The following Audio Visual equipment will be set up in the venues:

- » Screen
- » Data Projector
- » Microphone (on a stand)
- » Lectern to stand behind
- » Table next to the lectern for extra notes.
- » An Audio Visual Technican will be in each venue for the duration of the congress to assist, and support presenters throughout.

Indicate any Audio Visual requirements for your abstract presentation

AV Requirements

Own Mac

PowerPoint Presentation

Video Presentation

Video within Presentation

Save As Draft Continue

Select your AV requirements for your abstract.

Title Presentation Type
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Review Submission:

- » Below is a summary of your completed submission.
- » Any sections that are still required to be completed for submission are noted in red.

Muller K ¹

¹ Conference Partner, Gqeberha, South Africa

Title Required

Presentation Type Required

Theme Required

Content Required

Keywords Required

Conflict of Interest Required

Required

Required

Required

Required

Required

Required

Required

Required

Save As Draft Continue

Review your abstract details.
 Save as Draft if you need to edit again.
 Red highlights required fields details missing / incorrect

- Title | Presentation Type
- Themes
- ✓ Authors | Affiliations | Biography
- Abstract Upload
- Additional Information
- AV Requirements
- Review
- Submit

Abstract Submission:

Draft

- » If all required Abstract submission fields have been completed you will have the option to submit your Abstract at the bottom of the page.
- » If there are any remaining fields or sections to complete you will only have the option to save your Abstract submission as a draft until completed.
- » You must agree that you understand the Abstract submission Guidelines and Criteria below before you can proceed.

I have read and understood the Abstract Guidelines, instructions and Terms associated with the Abstract submission and agree with this submission, should I be accepted to be part of the 2024 Nutrition Congress programme - **I will present in-person at the congress venue.**

I agree to the above Terms and Conditions

Save As Draft

Tick "agree" before submitting.
Once submitted your abstract will not be editable!

My Abstracts

- » Your uploaded abstracts are listed below along with their status.
- » Submitted Abstracts are not editable and can only be viewed. Only draft Abstracts can be edited or deleted.
- » Should you wish to amend a Submitted Abstract please email kristy@confpartner.co.za

Title	Status	Document	
2024 Nutrition Congress Submission	Submitted	Abstract Upload	View
Untitled	Draft		Edit Delete
Untitled	Draft		Edit Delete

Submitted abstracts can be viewed in "My Abstracts" but not edited.
Saved draft abstracts can be edited or deleted