

GUIDELINES FOR ABSTRACT SUBMISSION

- 75-minute Instructional Course / Workshop
- Oral Presentation
- Poster Presentation

IMPORTANT NOTES:

- **Speaker disclosure:** all speakers must disclose any conflict of interest through the abstract submission process.
- Abstracts can be accepted for high impact papers previously published; date of publication to be indicated in the abstract submission.
- The 64th ISCoS Annual Scientific Meeting combined with the 19th NoSCoS Meeting will take place as an in-person meeting only. **All sessions will be recorded** for post-event access.

DEADLINE ABSTRACT SUBMISSION: MONDAY 17 MARCH 2025 (23:59 UK TIME)

75-minute Instructional Course / Workshop:

A 75-minute session is appropriate for an in-depth overview of recent research evidence and/or translation into clinical practice of an innovative, **evidence-based** topic. Workshop sessions typically are interactive, focused on developing participant's skills (e.g., new assessments, techniques, treatments, guideline implementation) whereas instructional courses are didactic (e.g., presentation of large or multicentre clinical trial results, overview or in-depth review of a novel topic or new research findings). The session can include **no more than 5 presenters including the session chair**, allowing a minimum of 15 minutes for discussion either throughout the session or at the end. **All presenting speakers and the session chair must register as a delegate and pay at the appropriate rate in order to present at the Meeting.** Proposals that are interdisciplinary and involve presenters from a range of institutions and academic rank are encouraged. Very few 75-minute sessions will be accepted, thus applicants are encouraged to submit only topics that are recent, innovative, novel and/or that address a glaring gap/need in the field. The 75-minute session abstract outline (#7 below) is limited to 500 words.

Single centre or small clinical trials, case studies, systematic reviews are best presented in other formats (see below).

Required information is as follows and this information **MUST** be included, or your abstract will not be considered:

1. Title of course
2. Speakers (name, credentials, institution, country) – maximum of 5 (including the session chair)
3. List up to 3 learning objectives



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4. State whether material is for participants at an 'Introductory', 'Intermediate' or 'Advanced' level or whether any level is suitable
5. Indicate the target audience (physicians, nurses, physios, researchers, consumers, etc.)
6. Briefly state whether any prior learning, experience or qualifications, or pre-reading are recommended or essential for optimal participation.
7. Outline of the 75-minute session – **please list what each speaker will present**, and the time allocated to each speaker.
8. If your 75-minute session involves demonstration of assistive technology or other equipment, please describe what you will bring, how much space will be required, and how much time is needed for set-up and removal. Please note that any costs incurred, or labour required for transport and set up of technology or equipment will be the responsibility of the workshop presenters.
9. Speakers must provide disclosure information about potential conflicts of interest and avoid any commercialization, promotion or advertising of products or materials.

Review criteria for an Instructional Course / Workshop may be found here:

<https://az659834.vo.msecnd.net/eventsairwesteuprod/production-zibrant-public/40f5d3ae52de4d278710c27599e3b274>

SHORT ORAL PRESENTATION:

Short oral presentations are intended as a brief synopsis of **completed** primary research or the outcome of an intervention/program. Opportunities for discussion are limited. Short oral presentations will be 10 minutes in length plus 2 minutes for discussion. The entire abstract (#3 below) is limited to 500 words. Figures and references are discouraged in the abstract due to space constraints. **Abstracts that state "results will be presented" will be rejected.** Although multiple oral presentations may be submitted, the presenting author may present in only one short oral presentation.

Required information for submitting an oral abstract is as follows:

1. Title of presentation
2. Authors (name, credentials, institution, country) **with the presenting author's name appearing first.**
3. Format of abstract: Introduction, methods, results, conclusions.
4. The entire abstract is limited to 500 words.

Review criteria for a Short Oral Presentation may be found here:

https://iscosmeetings2020.org/images/iscos_abstracts/2.REVIEWER_GUIDELINES_SHORT_ORAL_PRESENTATIONS.pdf



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POSTER:

Posters provide an opportunity for feedback and detailed discussion with meeting attendees who have a specific interest in your topic. A poster is ideal for developing research in which feedback is useful. Examples of topics for posters include case studies, single country epidemiology studies, systematic reviews or program development with a needs assessment or supporting evidence of program effectiveness. The entire abstract (#3 below) is limited to 500 words. Figures and references are discouraged in the abstract due to space constraints. **Abstracts that state “results will be presented” will be rejected.** Although multiple poster abstracts may be submitted, the primary presenter will be limited to four posters. Posters submitted by junior researchers/clinicians are encouraged.

Required information for submitting a poster abstract is as follows:

1. Title of presentation
2. Authors (name, credentials, institution, country) with the presenting author’s name appearing first.
3. Format of abstract: Introduction, methods, results, conclusions.
4. The entire abstract is limited to 500 words.

Review criteria for a Poster Presentation may be found here:

https://iscosmeetings2020.org/images/iscos_abstracts/3.REVIEWER_GUIDELINES_POSTERS.pdf

Poster Awards

To encourage and support research by people who are early in their investigative career, ISCoS will provide recognition to noteworthy poster submissions in 3 distinct categories:

1. Student trainee (registered in undergraduate, Master, PT/OT, Nursing, PhD, MD/DO program, etc.)
2. Postdoctoral fellow (clinical or scientific)
3. Early career scholar (within 5 years of first academic or hospital appointment)

There will be 3 awards in each category (total of 9 prizes), which includes a nominal cash prize. Selection will be based on scores on the poster review criteria above and made by the ISCoS Scientific Committee.

The Student Trainee awards will be presented in the name of Dr. Hans Frankel who is an eminent contributor to the field of spinal cord injury and a founding member of the ISCoS organization.

Candidates must declare the appropriate category on the abstract submission form to be considered eligible for an award.



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Student trainee candidates must also provide the name and email of their most direct supervisor. Should you not wish to be considered, you may opt out.

Note:

- People enrolled in a second degree program, but already holding an academic or hospital appointment for more than 5 years are ineligible.
- To be eligible for a poster award, your original abstract submission must be a poster submission. If your submission was for an oral presentation but accepted as poster, this will not qualify for a poster award.

Posters that receive one of the 9 prizes will be presented in an oral session on Day 1 of the Scientific Meeting (exact time and location to be determined). Prize winners will be notified prior to the conference that they will be making an oral presentation during that session. Prize winning posters will be in a highly visible location in the poster viewing area and will remain up during the entire ISCoS Meeting.

GENERAL INFORMATION:

For all abstract submissions, you will receive notification that the abstract has been received via the submission system. If you do not receive notification within 24 hours of submitting your abstract(s), please contact:

Daisy Lam, ISCoS Abstract Management Team

Email: iscos@associationsltd.co.uk

All submissions will be independently peer-reviewed based on the criteria in each category (links provided above). The Scientific Committee reserves the right to offer an alternative mode of presentation based on submissions.

Late submissions will not be accepted. If you have issues regarding submission by the deadline, please contact Daisy Lam or ISCoS Headquarters at admin@iscos.org.uk prior to the submission deadline.