Abstract Submission Guideline

Abstracts which do not abide by the submission guidelines will *not* be sent for review and/or will *not* be eligible for presentation at SIU Regional Meeting. Please review the guidelines below.

1. Basic Information

i. Important Dates

March 31	Abstract Submission Deadline
April 8	Abstract Status Notification
April 25	SIU Regional Meeting Registration Deadline for Presenting Authors Abstract Modification and Withdrawal Deadline
June 2	ePoster Upload Deadline
June 10-12	SIU REGIONAL MEETING

*All deadlines are 11:59 PM Turkey Time (TRT UTC+3) and are subject to change.

ii. Learning Objectives

The SIU Regional Meeting Learning Objectives can be consulted on the Scientific Programme webpage.

2. Rules for Authors

i. Prior Publication of Material

The SIU Regional Meeting is a forum for the presentation of novel research findings. The work covered by the abstract must not have been published (manuscript or abstract) before June 10, 2022. If the work has been presented at another meeting, the author must disclose when and where it was presented on the submission form, so that the Abstract Review Committee can make its decision based on all available details.

ii. Objectivity

The SIU is committed to offering participants an open forum for scientific discussion, wherein all scientists and clinicians are invited to contribute actively. To preserve this valuable environment, the SIU urges all presenters to avoid statements, symbols or other displays that are subjective and unscientific in nature.

iii. Registration

Presenting Authors *must* register before <u>April 25, 2022.</u> All expenses such as registration, visa, airfare, lodging, etc. associated with the presentation of accepted abstracts are the responsibility of the presenter. Additional information concerning visas can be consulted on the official web page of the Turkish Ministry of Foreign Affairs at https://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa. Presenting Authors unable to travel/attend in-person *must* register for virtual attendance.

iv. Failure to Present

Inability to attend in-person will not result in withdrawal of your abstract(s) for SIU Regional Meeting.

v. Abstract Revisions

Abstracts may not be revised or resubmitted after the deadline of **April 25, 2022**. Submissions via email at any time will also not be accepted.

vi. Abstract Withdrawal

Please submit abstract withdrawal requests in writing via email to secretariat@siuregionalmeetings.org by **April 25, 2022,** with your submission ID number(s).

vii. Change of Presenting Author

Please submit requests in writing via email to secretariat@siuregionalmeetings.org by **April 25, 2022,** with your submission ID number(s). After this date, changes may not be reflected online and on any printed materials.

3. Rules for Presentation

i. Abstract Acceptance

Each abstract will be blinded and scored by the assigned reviewers. Abstracts will be accepted on the basis of scientific merit. The Scientific Committee reserves the right to assign final presentation categories and alter topics/subtopics in the best interest of the programme.

ii. Presentation Types

In the event that a presenter cannot attend the SIU Regional Meeting in-person, we will play this audio, along with their ePoster, to the in-person audience.

Presentation categories are as follows:

Unmoderated Standard ePoster
Interactive Standard ePoster with a voice over of maximum 3-minutes, presented on the big-screen on-site and online on the virtual platform.

Unmoderated Video ePoster
Interactive Video ePoster of maximum 7-minutes, presented on the big-screen on-site and online on the virtual platform.

4. Preparation of Abstracts

i. Language

Abstracts *must* be written and presented in English. Careful typing and proofreading are essential. *If accepted, the abstract will be published as submitted. Errors, misspellings, incorrect hyphenation, and deviations from the use of correct English will be glaringly apparent in the published abstract.* Once the abstract is submitted, changes, corrections or rewording will not be possible. Presenters are requested to devote the necessary attention to language in order to avoid deviations from the use of good English. The Scientific Committee reserves the right to reject abstracts which are presented in poor English or to request an immediate revision.

ii. Word Count

Abstracts *must* not exceed 350 words. Deduct 50 words for each table, graphs or figures included (to a maximum of 1 page on US Letter, 8.5 x 11-inch paper). For example, with 2 figures, the maximum word count is 250.

iii. Images, Tables and Graphs

Images are *not* permitted as they do not reproduce well. Brief and clear tables, graphs and figures are accepted (maximum of 1 page on US Letter, 8.5 x 11-inch paper).

iv. Topic Area

To ensure that your abstract receives proper scientific consideration, be sure to submit to the appropriate topic as indicated on the submission form.

v. Learning Objectives

3-4 Educational Objectives *must* be submitted for each abstract. For more information, consult: Writing Clear Learning Objectives.

vi. Abstract Title

Your abstract *must* have a short, specific title (no abbreviations) that indicates the nature of the investigation. Please use title case. Example: "Complications in Laparoscopic Transperitoneal Partial Nephrectomy." Consult Sample Abstract for additional information.

vii. Sections

Abstracts *must* include the following four distinct sections:
- Introduction and Objectives
- Materials and Methods
- Results
- Conclusion

viii. Drug Names

Use generic drug names.

ix. Abbreviations

Standard abbreviations may be used without definition. Nonstandard abbreviations should be kept to a minimum and placed in parentheses after the first use of the word or phrase.

x. Acknowledgments

Do not include references, credits or grant support.

xi. Author Names and Affiliations

Author names and affiliations should not be present in the abstract title and abstract content as the abstract must be blinded for review.

List of Authors: Do *not* include the authors list directly with your abstract. Only submit this information on the online form. There is only one presenting author permitted per submission. All Presenting Authors must complete, sign and submit a Conflict of interest disclosure form.

Spelling: If an author's name appears on more than one abstract, it *must* be identical on each abstract in order to ensure proper indexing.

xii. Human Experimentation

Any human experimentation conducted as part of the submitted abstract(s) *must* follow the protocol approved by the institutional or local committee on ethics in human investigation; or, if no such committee exists, the investigation should have been conducted in accordance with the principles of the World Medical Association's Helsinki Declaration. The Scientific Committee may inquire further into ethical aspects when evaluating the abstract(s).

xiii. Abstract Data

Abstracts that describe single clinical cases, or investigations of compounds that involve inadequate numbers of study subjects or abstracts that lack quantitative data will *not* be accepted. Authors should not "split" data to create several abstracts from one. If splitting is judged to have occurred, priority scores of related abstracts will be reduced. Abstracts containing identical or nearly identical data submitted from the same institution (and/or individuals) describing the same study population will be disqualified. Statements such as "results will be discussed" will automatically disqualify the abstract. Reviewers may require specific data on which to base their evaluation.

Bear in mind that your abstract will be rated according to the following criteria:
 • Is the design of the study valid?
 • Are the methods appropriate?
 • What is the significance of the results?
 • Is the event described in the case report significant?

5. References

i. Sample Abstract

Complications in Laparoscopic Transperitoneal Partial Nephrectomy

Introduction and Objectives: We review the complications of laparoscopic partial nephrectomy in a single surgeon series.

Materials and Methods: Between July 1999 and April 2006, a total of 125 patients underwent laparoscopic transperitoneal partial nephrectomy. Mean patient age was 58 years (range 33 to 87) and male to female ratio was 2:1. In 43 patients (34%) the procedure was hand-assisted. A database was kept prospectively for all patients.

Results: Mean operative time was 104 minutes (range 35 to 180) and average surgical bleeding was 258 ml (range 0 to 2000). For procedures with warm ischemia, mean arterial clamping time was 26 minutes (range 15 to 60). Mean tumor size was 2.7 cm (range 1 to 7). A total of 14 patients (11.2%) had one or more complications which were intraoperative 6 (4.8%) and postoperative 8 (6.4%) with two delayed complications. Intraoperative hemorrhage occurred in 6 cases (4.8%), and postoperatively in another 6 (4.8%). Intraoperative hemorrhage was managed in 2 cases with laparoscopic radical nephrectomy and in 4 cases with intracorporeal suture. Postoperative hemorrhage required reoperation in 4 patients: two open radical nephrectomies, one laparoscopic radical nephrectomy and one laparoscopic re-suture of the kidney. The remaining two patients were managed with endovascular (percutaneous) embolization. Urine leakage occurred in one case (0.8%) and was managed conservatively with a double-J stent. A digestive hemorrhage and a pulmonary embolism were presented by two patients (1.6%). Transfusion rate was 10.4%. No case required conversion to open surgery. Mean hospital stay was 3.6 days (range 1 to 12).

Conclusion: Laparoscopic transperitoneal partial nephrectomy is technically demanding with a high potential for complications. The most frequent complication is either intra- or post-operative hemorrhage. For delayed bleeding, endovascular techniques are safe and effective and thus our first choice in the stable patient.

ii. Sample Signed COI

The Conflict of Disclosure form can be accessed here. If you encounter any issues filling out the form, please write to secretariat@siuregionalmeetings.org with your computer type (Windows, Macintosh, Linux) and available pdf reading software (Adobe Acrobat Pro, Preview) or print out the form and fill it out by hand.

For any questions or concerns, please consult the SIU Regional Meeting Abstracts website first, then contact the SIU Regional Meeting Secretariat with your Submission ID number(s), where applicable.