

## Abstract Submission deadline

**Deadline for abstract submission for poster and video presentations is 1 December 2021, 23:59:59 Central European Time (CET).** *Submit in time to avoid that your abstract cannot be submitted due to technical issues. Make sure you only use Google Chrome (latest version).*

Until this deadline you will be able to:

- make changes in your abstract or author list, even when already submitted
- withdraw abstracts

After this submission deadline:

- there is no possibility to edit abstracts anymore
- to withdraw your submitted abstracts you should send an email before 15 January 2022 to [abstracts@congressconsultants.com](mailto:abstracts@congressconsultants.com)

After 15 January your abstract will be published and you can only decline the presentation, not withdraw the abstract anymore.

Only abstracts submitted through the official online submission system will be considered. Please note, there is no option for late-breaking abstract submission.

## Rules & Regulations related to Publication of Abstracts

- Copyright of the accepted abstract is assigned to the European Association of Urology and any conflicts with any other scientific association will be the sole responsibility of the author(s).
- Accepted abstracts will be published in a supplement of European Urology.
- All abstracts that are published, including figures and tables, are the property of EAU and are protected by copyright.
- Requests for re-use of material can be done by sending an email to [abstracts@congressconsultants.com](mailto:abstracts@congressconsultants.com) (please include the abstract code).
- Accepted abstracts and videos will be published as submitted, except for a simple English spelling check.
- By submitting an abstract you agree (also on behalf of (co-)authors) that the accepted abstract as well as related materials such as videos, slide/audio presentations, live-streams, webcasts, poster PDFs and any other materials are published in European Urology and other EAU publications and media channels.
- By submitting an abstract you agree (also on behalf of co-authors) to the terms of use and conditions as stated above. Please note that transfer of copyright applies to all material submitted (such as videos, slide/audio presentations, live-streams, webcasts, poster PDFs and all other materials). Moreover, the submission of an abstract affirms that all authors named in the abstract have agreed to its submission for presentation at the Annual EAU congress.
- All sources of financial support (including government grants) or companies which handled the data must be filled out in the designated question during the submission procedure (and not in the abstract text). All grant funding agencies and/or company abbreviations should be spelt out. This information will be published with the full body abstract, wherever it is reproduced on the EAU's publications, channels or online.

## Submission rules related to topic 'Patients'

This topic will also be used for the Patient Poster Session. To be considered for this session please submit your abstract only to the assigned abstract submission system: Patient Information Abstract submission: <https://abstracts.uroweb.org/abstracts/AP22/login>

The following rules apply:

- Authors must be patients living with a urological disease or are patient advocates. Patient advocates require a proof of status which should be uploaded in the first steps of the submission.
- Research focussed on pharma interventions will not be considered.
- English is the preferred language, however, abstracts in all languages will be considered.
- The presenter can be one of the authors or a patient advocate representing them.
- The presenter must be fluent in English
- The presenter is provided with a full registration to attend the congress and to present his or her poster, along with travel support.

## Rules related to Abstract Submission

### Human Experimentation

Any human experimentation conducted with respect to the submitted abstract(s), should have been conducted according to the protocol approved by the institutional or local committee on ethics in human investigation; or, if no such committee exists, the works should have been conducted in accordance with the principles of the Declaration of Helsinki of World Medical Association. Council may enquire further into ethical aspects when evaluating the abstract(s).

### Clinical Studies

In clinical studies, the authors must state that an Ethical Committee approval has been obtained.

### Case Reports (only poster abstracts)

Only high quality case reports based on a systematic review, which is based on raw data with a clearly defined protocol, would be allowed. Other case reports are not eligible for submission.

### Late Breakers

There is no submission for late breaking abstracts.

### Systematic Reviews (only poster abstracts)

Systematic reviews (with or without meta-analysis) can be submitted only when they meet the following standards:

- The clinical question was clearly defined using a standard PICO format
- A comprehensive systematic literature search was carried out
- An assessment of the risk of bias was made
- Key findings are clearly described including clinical practice relevance

### Topic

A topic has to be selected from the drop-down menu. For the review of the abstract, it is of vital importance that the correct (sub)topic, clinical step(s) and management tool(s) are selected.

### Abstract Title

- The title should clearly define the topic.
- Do NOT identify your institution in the title.
- There is no maximum length for the title, but the characters in the title are included in your total character count.
- Do NOT type the abstract title in capital letters.
- The first letter of the title will automatically begin with a capital letter.
- Do NOT end the title with a dot.

- Standard abbreviations may be used as follows: on first use spell out the full term and follow with the abbreviation in parentheses.

### Authors and Affiliations


- A maximum of 24 authors per abstract is allowed.
- Each author should have contributed substantially to the represented work in terms of conceptual design or analysis, writing of the article and final approval of the article in order to take public responsibility for the content.
- An abstract presenter is limited to 5 abstract presentations.
- Please make sure to write the name of the Organisation/Institution, Department, City and Country in English (one institution per author).
- If co-authors are from the same institution, the programme will automatically copy all information into the next boxes, so you do not have to type all information again. If co-authors are not from the same institution you can edit any box as your wish.
- There is only the possibility to enter one first author, one presenting author and one last author.
- Do type family name and full first name of all authors. Do NOT type titles, degrees and institutional affiliations. Carefully check the correct spelling of all names as this will be the way that names will be published.

### Abstract Body

- The following headers have already been formatted for you and should not be repeated in the text fields:
  - Introduction & objectives (*state the objective of the study*)
  - Materials & methods (*describe the material and methods*)
  - Results (*summarise the results presenting sufficient details to support the conclusions reached, it is NOT acceptable to state: "The results will be discussed"*).
  - Conclusion
- Please write the abstract in the submission page, do NOT copy/paste anything as this will cause format problems.
- Use digits for numbers (example: 1 instead of one) and only very well-known abbreviations e.g., ml, kg, MRI. Standard abbreviations may be used as follows: on first use spell out the full term and follow with the abbreviation in parentheses.
- To insert tables use the 'Insert table'-icon.  
To insert symbols or specific characters use the 'Symbol'-icon'. Do NOT copy/paste anything as this will cause format problems.  
To insert figures see explanation below.
- Any acknowledgements can be placed underneath the conclusion.

### Figures

- Upload of pictures/graphics is only possible as jpg file (counts for 500 characters).
- Upload of only 1 picture/graphic is allowed and a collage of multiple pictures is NOT allowed, because of readability. If not it will be removed from the submission.
- How to upload a jpg file:

- Open the upload icon: 'tree' icon 
- Upload new image – browse
- Select your image
- Click on upload
- Your selected image will be shown in the list of Uploaded Images
- First select the image and click on 'Insert'
- To resize your image, please click on 'Appearance' and adjust the dimensions

### Abstract Size

The size of the abstract is limited to 3,000 characters (this includes title, body of abstract, spaces, tables and pictures/graphics). The submission programme will automatically calculate the size of your abstract and will not allow submissions that do not fit in the size requirements.

A picture/graphic counts for 500 characters.

### **Proof reading**

After you have inserted all data for your abstract submission a preview will show on your screen. Please verify that your abstract submission is correct and read this preview carefully (including author information). Keep a print for your own records.

It is the responsibility of the submitting author to ensure the abstract is in perfect order with no errors in spelling or grammar, as revisions will not be accepted. Abstracts will not be corrected.

### **Withdrawal and editing of submitted abstracts**

Abstracts will be published as submitted, except for a simple English spelling check.

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- make changes in your abstract or author list, even when already submitted
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### **Presenting in Poster- and Video Sessions**

Presenting authors in Poster Sessions are requested to upload a PPT presentation and PDF of the poster.

All accepted Videos will be presented in moderated Video Sessions. The videos as submitted will be used for these presentations.

## **Additional Rules related to Video Submissions only**

- Make sure to follow the general submission rules mentioned above.
- Each video submission should be accompanied by an abstract. Abstracts and Video files should be uploaded online. For abstract submission the above rules should be followed.
- All videos must be conducted in English.
- All videos submitted must be in the final format. Hence, they must include the exact title, all author's names, production date and running time.
- Videos should be self-explanatory, by voice-over, clear text and/or graphics and music (identification of institution, surgeons etc. is not allowed)
- Videos are also scored on scientific merit. Therefore, videos that contain data on series and/or follow-up data are preferred. These data should be included in the video presentation.
- Video files should only have identification of authors and institution and funded by commercial companies during the first 30 sec. of the video. Marking and/or logo's throughout the video are NOT allowed. Videos which do not take this rule into consideration will be rejected for further consideration and review, regardless of the quality of the content.
- All submitted videos will be reviewed initially for audio/visual clarity and quality.
- Submission via email after the deadline is NOT possible.
- Please wait with closing your submission until the video upload is done (indicated on the submission page).

### **Length of the Video**

The video should have a maximum length of 8 minutes.

### **Size and format**

All formats are accepted, however, MP4 is the preferred format. Maximum file size 1Gb.

Submission of 3D videos is **NOT** allowed and will not be considered.

### **Recommended requirements for video upload**

- Resolution HD ( 1280x720 pixels ) or higher

- Frame rate higher than 25fps.
- Pixel aspect 16:9
- Bitrate higher than 6Mbps.
- Audio stream: Stereo, 48000 Hz or better ( AAC, DTS, Dolby 5.1 )
- Video container: MPEG-4 ( MP4 or MKV )
- For tips on how to export a video from editing software, visit Vimeo's reference guide for exporting sequences from various different software vendors at <https://vimeo.com/help/compression> .

## **Abstract Review Process**

All abstracts are subject to peer review and are expected to meet the standards of academic/scientific excellence. Submissions will be reviewed by an expert panel whose identities will remain anonymous to the authors. Reviewers will give scores from 1 to 4 points, taking into consideration the following criteria: Originality, priority, quality of research methodology and data. Review and session composition will take place in December 2021. The outcome of the abstract selection is available online through the abstract submission website on 21 December 2021. You will receive a notification by email. The Scientific Congress Office reserves the right to obtain your raw data for statistical evaluation.