



# Frequently Asked Questions

## Abstract Submission

### Submitting your abstract

#### **Can I present work previously submitted to another event?**

Yes - we welcome work that has been presented at, or submitted to, a maximum of two other international meetings. However, we cannot accept work that has been accepted and presented at a previous ECTMIH.

#### **What is the deadline for submitting an abstract?**

The extended deadline for abstract submission is 23:59 CEST Monday 22 May 2023. In the unlikely event of this deadline being extended, we will communicate this prominently on our website, in our newsletter and on our social media platforms.

#### **Can I submit a late breaker abstract?**

Due to the high number of excellent abstracts received, there are very few slots available for late breaker abstracts and priority will be given to urgent and very current topics.

More information will be made available about this the second half of August [via our newsletter](#).

#### **What language can I submit an abstract in?**

All abstracts must be in English.

#### **Is abstract submission open to non-governmental organisations as well universities and knowledge centres?**

Yes, abstract submission is open to non-governmental organisations.

#### **Can I submit work that has been published?**

Yes, we will accept submissions from unpublished and recently published work (January 2022 onwards). Where work has been published, you will need to include a QR-code or link to the full text article.

#### **What information do I need to submit?**

- The full title of your submission (max 50 words)
- Your abstract (max 250 words, including: introduction, method, results and conclusions.
- Permission from all authors, and any patients, to submit the abstract
- Names of **maximum 10** authors
- Affiliations of **maximum 10** authors
- Name and main email address of the lead presenting author

- [Sustainable Development Goals \(SDG\)](#) and [SDG3 targets](#) most relevant to your submission
- All accepted abstracts will be published in a *Tropical Medicine & International Health (TMIH)* supplement, unless you opt out by email send the organizers an email to opt-out ([info@ectmih2023.nl](mailto:info@ectmih2023.nl)) by 15 July 2023. In the unlikely event of this deadline being extended, we will communicate this prominently on our website, in our newsletter and on our social media platforms.

### **Can I submit more than one abstract?**

Yes, you submit a maximum of three abstracts from a single study.

### **I would like to submit a video poster or presentation; do I need to submit a video with my abstract?**

No, at this stage all we need is the written abstract. If your work is selected, you can include a video in your final presentation/poster.

### **If I tick the box to say I want an oral presentation, does that mean I will be given an oral presentation if I am successful?**

The allocation of oral presentations is decided by the Scientific Committee and based on abstract scores and scheduling options. If you tick the box and opt for an oral presentation, you will be considered but may be offered a poster presentation instead.

### **Can I submit an abstract by post, fax or email?**

No. Only abstracts submitted online through the abstract submission form will be considered.

### **Is there a fee for submitting an abstract?**

There is no charge for submitting an abstract, however all successful presenting authors will need to register to attend the Congress in order to present.

## **Making changes to your abstract**

### **Can I make amendments to my abstract after I have submitted it?**

Yes, you can amend your submission any time up until the submission deadline by logging back into the online system.

### **Can I make changes to my abstract if it is successful?**

Once the submission deadline has passed no further amendments to your abstract are possible, even if you are selected to present. Please take the time to ensure that all the information in your submission is correct and how you would want it to appear published.

### **Can I add additional authors?**

You can amend your submission any time up until the submission deadline by logging back into the online system. Once the deadline has passed though, you will not be able to make any changes, including adding authors or altering author details

### **When are changes allowed until?**

Once the submission deadline has passed, no further amendments will be possible. Please ensure that all the information in your abstract submission is correct and how you would want it to appear published.

### **Can I cancel a submission?**

If you wish to withdraw an abstract, please contact the Congress Secretariat and confirm the withdrawal in writing by email to [info@ectmih2023.nl](mailto:info@ectmih2023.nl). Please provide as much notice as possible. If your abstract is included in the *TMIH* supplement, we may not be able to withdraw it if the amendment deadline has passed.

## **Assessment of abstracts**

### **Will I receive individual feedback on my abstract?**

Unfortunately, due to the high number of abstracts we receive it is not possible for us to provide individual feedback on abstract submissions.

### **When will I find out if my abstract has been accepted?**

Selected presenting authors will be notified after **Friday 16 June 2023, and before Friday 30 June when the early bird registration deadline closes**. In the unlikely event of this deadline being extended, we will communicate this prominently on our website, in our newsletter and on our social media platforms.

## **Presenting your abstract**

### **My abstract has been accepted as an oral presentation. What is this?**

Oral presentations will take place within 90-minute slots during the congress. The structure is ten minutes of formal presentation followed by five minutes of questions.

Oral presentations are in person only; no hybrid or virtual options are available.

Further details and guidelines will follow by September.

### **My abstract has been accepted as an ePoster pitch presentation. What is this?**

ePoster pitch presentation will take place within 60-minute time slots during lunch breaks. You will have eight minutes for your presentation, and questions and answers.

During your presentation, your digital poster will be displayed on a TV screen in one of the congress halls. ePoster pitch presentations are in person only; no hybrid or virtual options are available.

You must submit your digital poster online. You can also record your pitch and add it to your digital poster. Your poster and/or video will be included in a dedicated conference poster website as well as in the ECTMIH 2023 app.

Further details and guidelines will follow by September.

### **My abstract is accepted as an ePoster. What is this?**

ePosters are digital posters that must be submitted online.

You can also record a pitch and add it to your digital poster. Your poster and/or video will be included in a dedicated conference poster website as well as in the ECTMIH 2023 app.

We warmly encourage ePoster presenters to attend ECTMIH 2023 in person.

Further details and guidelines will follow by September.

### **I am unsure whether I can attend the Congress, do I need to be registered to present?**

At least one of the authors must be registered for the full Congress to present the abstract.

### **Can my colleague present my work instead if I am successful?**

We recommend that the lead author submitting the abstract is the main author and presenter at Congress. However, any of the other authors named on the abstract can present if the main author is unable to attend. If your colleague is not a named author on the original submission, they cannot present.

### **I cannot attend the full Congress, can I still present my work?**

In order for your work to be presented at the Congress at least one of the authors must have either a full Congress pass, or a day-pass for the date of your presentation.

### **Will I be able to present virtually at ECTMIH2023?**

No, ECTMIH2023 will be in-person only.

### **I'm planning to publish my work before the Congress takes place, can I still present?**

Yes, this is possible.

### **What date is my presentation or session scheduled?**

We are finalizing the programme and [this overview page is updated daily](#).

If you wish to register just for the day you are presenting and you don't see that detail in the overview programme yet, you can select any day at random for your registration and update it at a later date by email to [info@ECTMIH2023.nl](mailto:info@ECTMIH2023.nl).

### **Will I get accreditation or a certificate of attendance?**

You will receive a digital certificate of attendance once ECTMIH 2023 has finished; you will be able to use that certificate to seek accreditation in your own country.

## **Publication of abstracts in *TMIH***

### **Do I need to present at ECTMIH for my abstract to be included in the *TMIH* supplement?**

Yes, the *TMIH* supplement only includes unpublished abstracts presented at ECTMIH2023 so at least one of the authors named on the abstract needs to be registered to attend. You will

need to register by 15 July 2023; further information will be sent to the successful author(s). In the unlikely event of this deadline being extended, we will communicate this prominently on our website, in our newsletter and on our social media platforms.

### **Can I make amendments to my abstract before it is published?**

Once the submission deadline has passed no further amendments can be made, even if you are selected to present. Please ensure that all the information in your original abstract submission is correct and how you would want it to appear published.

### **Can I opt out of having my abstract published?**

Yes, there is an option to opt out during the submission process.

## **Registration**

### **How do I register for ECTMIH 2023?**

[Go to the registration page](#) and click on the 'Register today!' button.

### **How much does an ECTMIH 2023 pass cost?**

Here is an overview of your options:

	<b>Early Bird (to 15 July 2023)</b>	<b>Regular (to 01 November 2023)</b>	<b>Late (to 23 November 2023)</b>
<b>Four-day pass</b>			
Standard	€650	€750	€ 850
Student and LMIC*	€350	€400	€500
<b>One-day pass</b>			
Standard	€275	€325	€425
Student and LMIC*	€125	€175	€275

These rates can also be found on the Registration tab on our website.

### **How do I check if I am eligible for a LMIC pass?**

If your country is included in [this World Bank list](#), you are eligible for a LMIC pass.

### **What are the criteria for a student pass?**

You are eligible for a student pass if you are enrolled in a post-graduate degree programme (ie Master's level) or you are a PhD student or resident without a salary, stipend or institutional support to attend conferences.

### **Is there a discount for group registrations?**

Yes, a 10% discount is applicable for all group registrations of ten delegates or more.

### **How do I make a group registration for more than ten participants?**

Please email [info@ECTMIH2023.nl](mailto:info@ECTMIH2023.nl) with the number and type of tickets you wish to purchase and we will issue your invoice. On receipt of payment, we will guide you through the registration process.

### **How do I apply for an ECTMIH 2023 scholarship?**

The ECTMIH 2023 scholarships lottery is now closed. Successful applicants will be notified over the Summer.

## **Getting to ECTMIH 2023**

### **How can I get an invitation letter for my visa?**

After registration, you will receive an automatic confirmation email. In this email you find instructions to apply for an invitation letter.

### **What's the best way to get to ECTMIH 2023?**

Aligned to the UMC Utrecht and Utrecht University (UU) Green Travel Policies, we encourage congress delegates to travel by train and bus where possible. Please [see the UU Sustainable Travel page](#) for tips and tricks for travelling by train and bus.

[Skyteam](#) offers exclusive discounts of up to 15% on all SkyTeam airlines.

Early booking for all travel is strongly advised.

### **Where can I book accommodation?**

[Here is a list of recommended hotels with specially negotiated ECTMIH 2023 rates;](#) early booking is strongly advised.

## **Further questions**

### **Where can I go if I have further questions?**

Please contact the Congress Secretariat at [info@ectmih2023.nl](mailto:info@ectmih2023.nl) if you have any further questions.