

ABSTRACTS INFORMATION

Please take your time to read this section thoroughly before making your submission since there are several key issues highlighted in the following.

KEY ABSTRACT SUBMISSION DATES

October 10, 2023	Abstract Submission Opening
February 29, 2024	Abstract Submission Deadline. Abstract received after the deadline will not be accepted
April 15, 2024	E-mail notification of Abstract Acceptance

Abstract may only be submitted online by filling out the form.

ABSTRACT TOPICS

- THE INTERACTION OF THE HUMAN HOLOBIONT WITH OTHER BIONTS
- IMPROVING METHODS AND PROTOCOLS OF MICROBIOTA STUDIES
- ENGRAFTMENT AND MATURATION OF HUMAN MICROBIOME IN EARLY LIFE
- INFLUENCE OF NUTRITION ON HUMAN MICROBIOME
- MICROBIOTA & DISEASES
- MANIPULATING THE GUT MICROBIOME TO IMPROVE HEALTH

GENERAL RULES

Submission abstracts for review is governed by the following rules established by the scientific committee of the Symposium:

1. abstracts should be submitted if the research has not been already published, except national conferences or major ones;
2. case report should be submitted only if they provide novelty;
3. abstracts must be received only online submission by the deadline. Photocopies, facsimile, or e-mail copies will not be accepted and will be discarded;
4. presenting Author must be registered to the Congress no later than one week after acceptance notification.

GUIDELINES

Criteria for abstract acceptance

- a) After successful submission of your abstract you will receive an automatic confirmation by email.
- b) The reviewers will judge the abstracts according to the relevance to IHMC 2024. They will assess the standard of English, objectivity of statements, description of the work, suitability of methods to aims, conclusions confirmed by objective results, ethics, scientific value, potential clinical value, originality of work and overall impression.
- c) The submitting author will be notified from April 15, 2024 onwards whether the abstract has been accepted. Notifications will be sent via email to the email address of the abstract submitter provided (corresponding author) during the online submission. It is the authors' responsibility to ensure that emails from secretariat@ihmc2024.com and from the submission tool can reach them. Within the notification authors will be informed of the date, time and form of their presentation.
- d) The Scientific Committee has established rules for the submission of abstracts. Each abstract will be firstly reviewed for adherence to these rules and then for the scientific content and presentation. The elected referees conduct the peer-review process and have the authority to accept or reject any submission.
- e) Authors selected for oral and poster presentation will be informed by April 15, 2024. Detailed information on the presentation format and submission procedures (i.e. duration and timing of the presentation, size of poster) will be emailed to all the delegates whose papers have been accepted by the Organizing Secretariat.

Preparing and submitting your abstract

Preparing your abstract for submission includes several key elements.

- Title - The title should clearly identify the contents of the abstract. Capitalize the whole title and write it on the specific field of the online form (e.g., CANDIDA ALBICANS)
- Topic - It is the abstract topic to be selected from the drop-down menu.

Authors and Affiliations

- o Each Author is entered separately
- o Each name is entered by completing fields for first (given), middle initial(s) and last (family) name
- o First names should be complete and not just given as an initial. You should provide information on each author's Institution/Affiliation, City and Country
- o All the Authors must be entered respecting the preferred printed order
- o The Presented Author must be indicated by ticking the specific box

Abstract Text

The text of each abstract should consist of no more than 250 words. The abstract text may be typed in TEMPLATE FORM (file word.doc) that must be attached in the specific field of the online form. Title and Authors information must not be written on the template form and biography is not admitted. Text must have the following characteristics: Font Times New Roman 12; single-spaced, no blank line between paragraphs in order avoid problem transcription, please write symbols in the extended form (e.g. "ß" becomes "beta").

General information

Title	All in capital letter
Authors	Capital letter for First name and Surname (e.g. John Smith)
Affiliations	Capital letter for affiliations (e.g. London University)
Text	Normal - Time New Roman 12, maximum 250 words
Language	English
Images	Not admit
Graphics and tables	Admitted only if they are black/white and inserted in the template form with the abstract text
Submission	Abstract may only be submitted via internet filling the form
File	The text of the abstract must be typed in TEMPLATE FORM (file word.doc) available on the online form
Code	A code number will be associated to your abstract. Please keep it for any communications

Abstracts that do not comply these rules will not be eligible for selection.