

Guidelines for abstract submission

All information on abstract specifications is also available on the abstract submission website.

INTRODUCTION

Reminder: PhD students, Post-docs and researchers / assistant professors (recruited for less than 5 years) may be selected for a 15-minute presentation in a symposium.

- **Abstract submission deadline for Oral presentations**: If you wish to be selected for an oral presentation in a symposium, please submit your abstract before **3 February 2023** and note that after this deadline, you will no longer be able to edit your abstract.
- **Abstract submission deadline for Poster presentations**: If you wish to submit an abstract for a Poster presentation, the deadline is **1 March 2023**.
- **Abstract submission deadline for invited speakers**: All invited speakers are required to submit an abstract for their presentation. The deadline is **22 March 2023**. Invited speakers must submit their abstract via the dedicated “**INVITED ABSTRACT SUBMISSION**” link in their personal profile (a personalized email including access codes will be sent in due time).
If you are an invited speaker and cannot access the dedicated submission link in your profile, please make sure that you are using the email address that was communicated to the Société des Neurosciences to log in. Contact the scientific secretariat at nf-scientific@kit-group.org in case of any problem.

Invited speakers must be the first author on the abstract of their presentation. They must inform the scientific secretariat (nf-scientific@kit-group.org) in case they wish to change the title of their presentation.

Invited speakers who want to submit an abstract for a Poster presentation in addition to their invited lecture, must submit it via the regular “ABSTRACT SUBMISSION” link in their profile.

Important:

The first author of an abstract must be registered at the meeting and can only be first author of one abstract. However, authors can be co-author on several abstracts.

Abstracts that are sent via email will not be accepted. Only abstracts submitted via the abstract submission platform will be valid.

By submitting an abstract, the authors certify that their work complies with the ethical guidelines for human and animal research.

It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact will be reproduced as submitted by the author. The *Société des Neurosciences* cannot be liable for the content or accuracy of the information provided in the abstracts.

Abstracts will be published on the [meeting website](#) before the start of the meeting. It is the author's responsibility to ensure that their abstract do not contain sensitive data and that they can be published.

ABSTRACT SPECIFICATIONS

Abstracts must be in English.

Prepare your abstract with your usual word processor; you will be able to copy-paste the title and text into the abstract submission form.

Abstract title

The title should be in capital letters. The title should not exceed 350 characters.

Abstract body

The text should not exceed 2500 characters, including spaces.

Tables and graphs

Tables are accepted. You can upload up to 3 tables. Each table should not exceed 10 rows x 10 columns. Each row of the table will be counted as 100 characters against your 2500 characters total.

Graphs are accepted. You can upload up to 3 graphs. Each graph is counted as 400 characters. The maximum file size of each graph must not exceed 500 KB. The maximum pixel size of the graph is 600 (w) x 800 (h) pixel. You may upload graphs in JPG, GIF or PNG format.

Themes

Select at least one theme among the following list:

1. Neurodevelopment
2. Neuro-excitability, synapse and glia
3. Neurological and psychiatric diseases, experimental therapeutics
4. Integrative, sensory and motor neuroscience
5. Neuroendocrinology and integrative physiology
6. Cognitive, affective and behavioral neuroscience, neuroethology
7. Theoretical and computational neuroscience

DO NOT FORGET TO SUBMIT the final version of your abstract.

DECLARATION STATEMENT

During abstract submission you will be asked to tick checkboxes corresponding to the following assertions:

1. I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected after the submission deadline and I am aware that it will be published exactly as submitted.
2. Submission of the abstract constitutes my consent to publication (e.g. congress website, printed matters, other promotions, etc.).

3. I herewith confirm that the contact details saved in this system are those of the corresponding author, who will be notified about the status of the abstract. The corresponding author is responsible for informing the other authors about the status of the abstract.

4. I agree that all data provided may be used (saved, stored, processed, transmitted and deleted) to provide the services described. (Please note: You must agree to this stipulation in order to complete your submission).

NOTIFICATIONS OF ACCEPTANCE OR REJECTION

There is no evaluation process. However, organisers may refuse an abstract that would not conform to scientific deontology.

Notifications are expected to be sent in April 2023.

ABSTRACT CANCELLATION

Only first authors are allowed to withdraw an abstract.

Abstract withdrawal can be requested by e-mail to nf-scientific@kit-group.org. Please state your name and abstract number in the message.

Withdrawal of an abstract without cancelling registration does not entail a refund of the registration fee.

CHANGE OF AUTHORS

All changes of authors must be requested at nf-scientific@kit-group.org. Please make sure to communicate the Abstract number as well as the full name and institution of the new authors. In case of a new first author, please also communicate the email address.

Reminder: The first author of an abstract must be registered at the meeting and can only be the first author of one abstract.