CIRSE 2020

INSTRUCTIONS FOR ABSTRACT SUBMISSION

Thank you for your interest in submitting an abstract for CIRSE 2020. More information about the Annual Meeting in Munich, Germany, September 12-16, 2020 can be found on [www.cirse.org](http://www.cirse.org).

Before submitting your abstract, please read the following instructions carefully:

**Deadline** for Abstract Submission is **February 17, 2020** (midnight, CET).

**General Information**

➢ **All abstracts must be submitted online through the official CIRSE Abstract Submission System.** Abstracts sent by email will not be considered.

➢ All abstracts must be submitted in **English**. Abstracts will not be **language-edited** or **proof-read**. Submitters, in particular non-native English authors, are therefore strongly recommended to have their abstracts checked by a native speaker or make use of a language editing service. CIRSE is collaborating with [Enago](https://www.enago.com) to provide Academic English editing services to help authors get their abstracts submission-ready. Special 20% discount to all CIRSE authors.

➢ The presenting author of an accepted abstract is expected to register for and attend CIRSE 2020. Costs associated with the submission and presentation of an abstract are the responsibility of the presenter.

➢ It is the responsibility of the submitter to make sure that all authors mentioned in the author block of an abstract agree with the publication of the abstract.

➢ Submitting multiple copies of the same abstract under different topics and/or types is not allowed.

➢ If an abstract is on clinical or experimental research in humans or animals or in case this is required by applicable law, the study has to be approved by the competent ethics committee.

➢ All received abstracts will undergo a double-blind peer reviewing process.

➢ **Notifications of acceptance or rejection** will be sent by the end of April 2020 by email to the author indicated as **presenter**.

Please make sure that indicated email addresses are correct and that your mailbox allows emails from both [scientific@cirse.org](mailto:scientific@cirse.org) and [cirse@support.ctimeetingtech.com](mailto:cirse@support.ctimeetingtech.com).
The following **3 Abstract Types** can be submitted:

### Scientific Abstract

| Structure          | 1. Purpose  
<table>
<thead>
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<tbody>
<tr>
<td></td>
<td>2. Materials and Methods</td>
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</table>
|                    | 3. Results  
|                    | 4. Conclusion |

**Description:** Reporting about research projects, studies, trials, etc. Prospective studies will be rated higher than retrospective, comparative higher than single-arm, multi-centre higher than single centre.

**Word Limit:** 250

**Presentation Format:** Oral Free Paper Presentation or Electronic Poster. Submitters may indicate their preferred presentation format. The final decision whether an abstract is accepted for oral presentation or as an electronic poster is up to the Scientific Programme Committee.

### Educational Abstract

| Structure          | 1. Learning Objectives  
<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>2. Background</td>
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<td>3. Clinical Findings/Procedure Details</td>
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<td>4. Conclusion</td>
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</table>

**Description:** Reviewing and teaching a topic; by means of e.g. literature review, pictorial essay, describing a series of cases of a particular finding or procedure.

**Word Limit:** 250

**Presentation Format:** Electronic Poster

### Case Report Abstract

| Structure          | 1. Clinical History/Pre-treatment Imaging  
<table>
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<tbody>
<tr>
<td></td>
<td>2. Treatment Options/Results</td>
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<td>3. Discussion</td>
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<td>4. Take-home Points</td>
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<td>5. Images (max. 2)</td>
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</tbody>
</table>

**Description:** Summarising the clinical history, diagnosis, treatment and follow-up of an individual patient.

**Word Limit:** 250

**Presentation Format:** Electronic Poster

In case of technical problems, please contact cirse@support.ctimeetingtech.com.

We look forward to receiving your abstracts.

Your CIRSE Scientific Department  
scientific@cirse.org