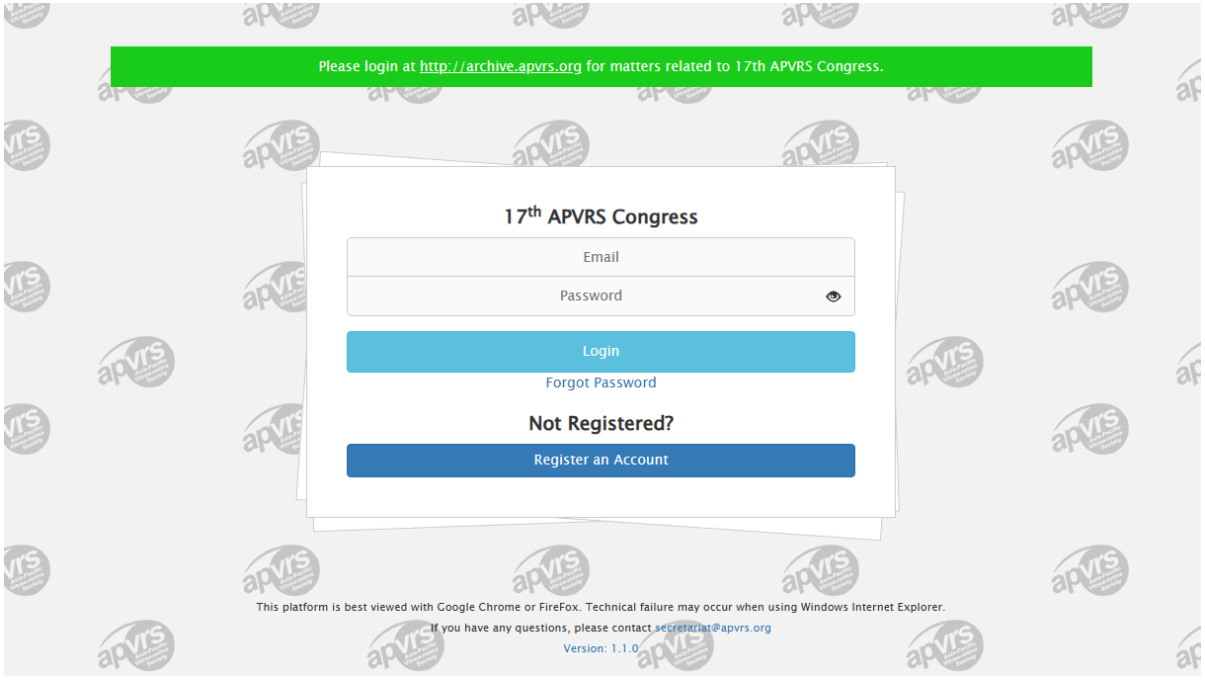
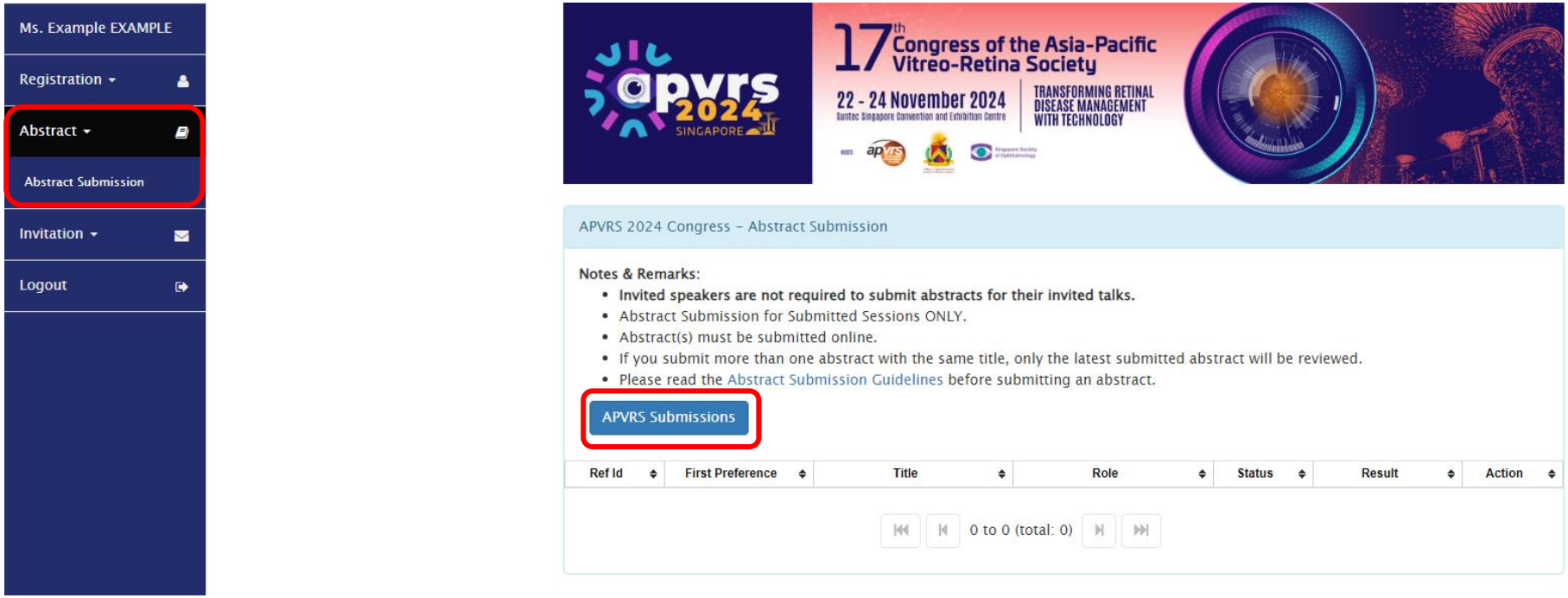
Guidelines for Submitting Abstracts

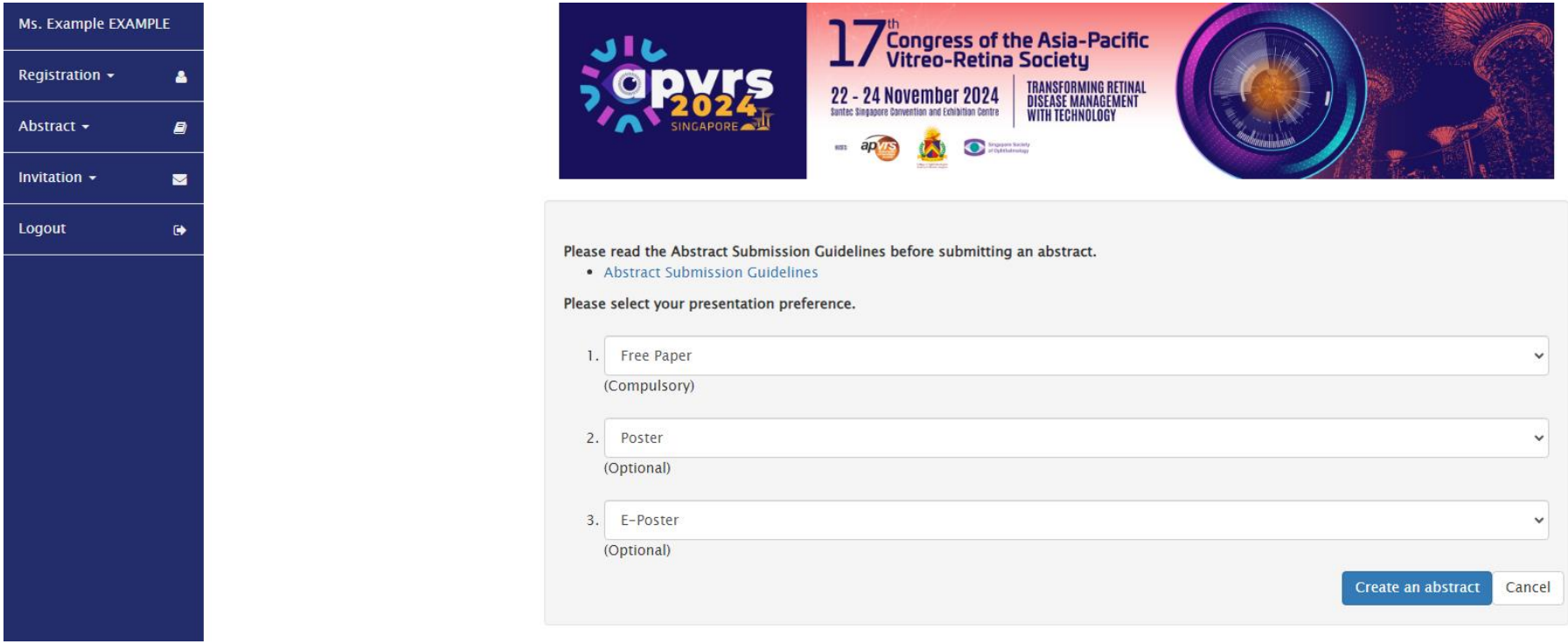
Step 1: Log in the Congress system at https://congress.apvrs.org/ with your email and password.



Step 2: Click “Abstract” > “Abstract Submission” to open the submission page. Submissions by post, email, fax, or any other means will NOT be accepted. Click “APVRS Submissions” to submit your abstract(s).



Step 3: Select the presentation preference.

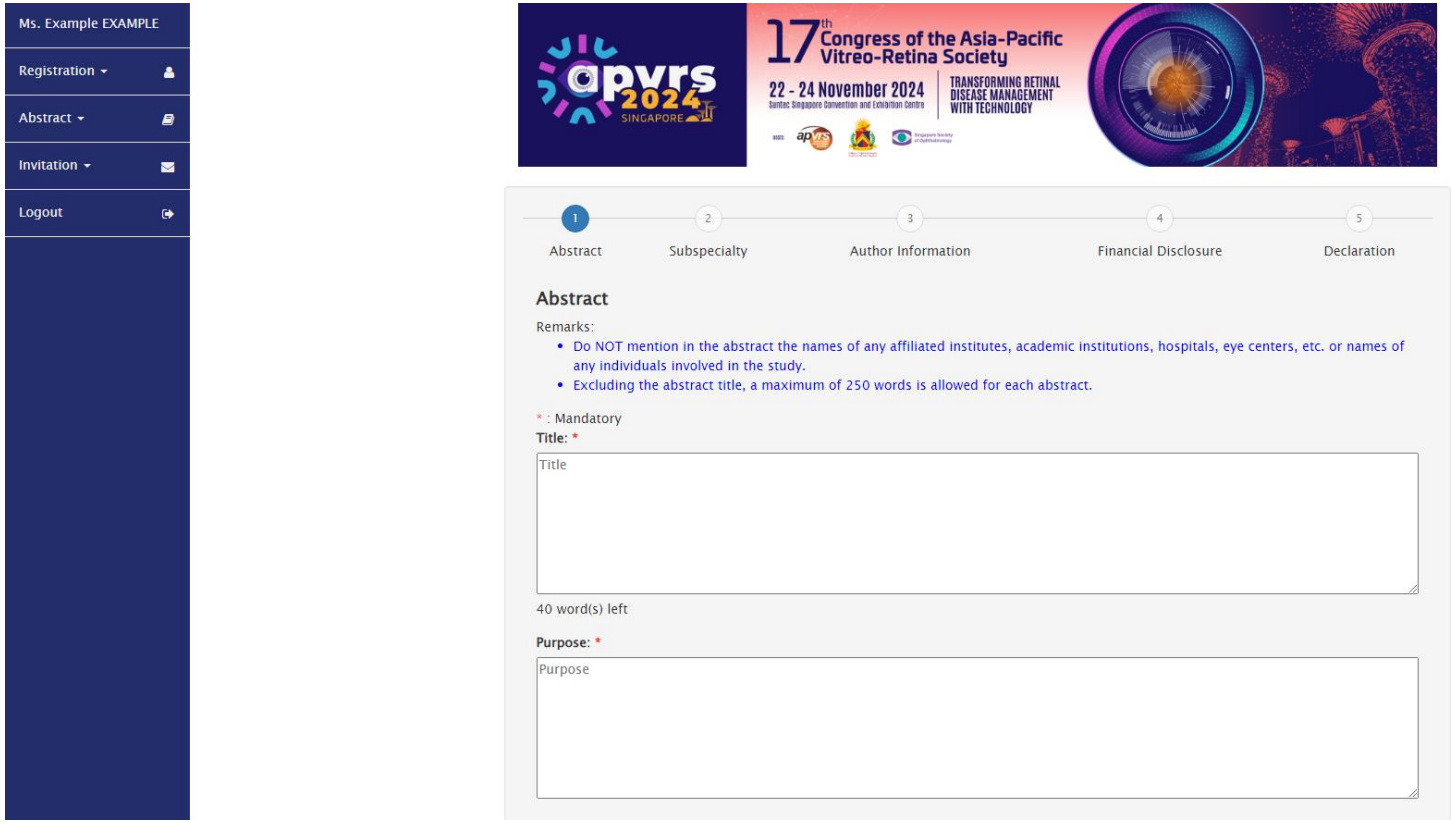


* Free Papers and Posters are allowed to choose multiple preferences, which the 2nd or the 3rd presentation preference will be considered when the abstract for the 1st presentation preference is rejected.

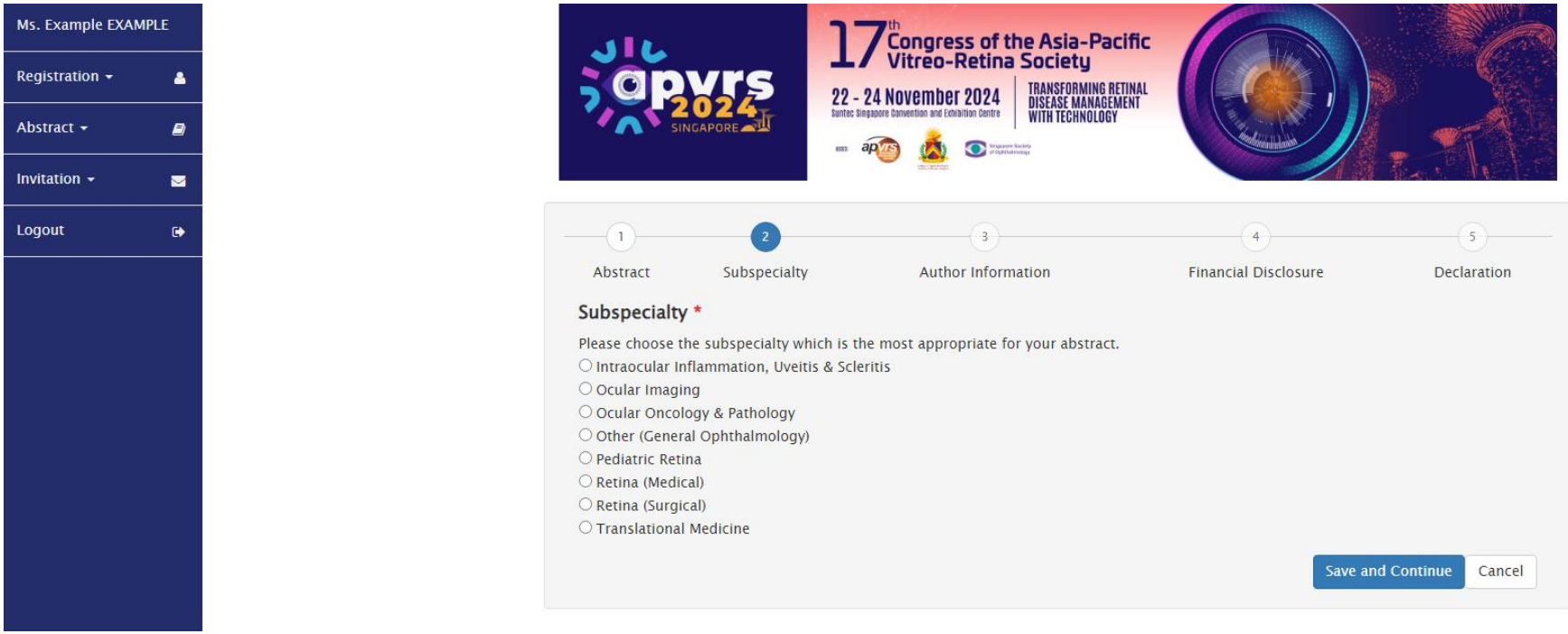
Step 4: Fill out the abstract in a fixed template.

* The abstract content MUST be in 250 words (excluding title).

* Video submitter is requested to upload an 8-minutes video in MP4 format.



Step 5: Select relevant subspecialty for the abstract.

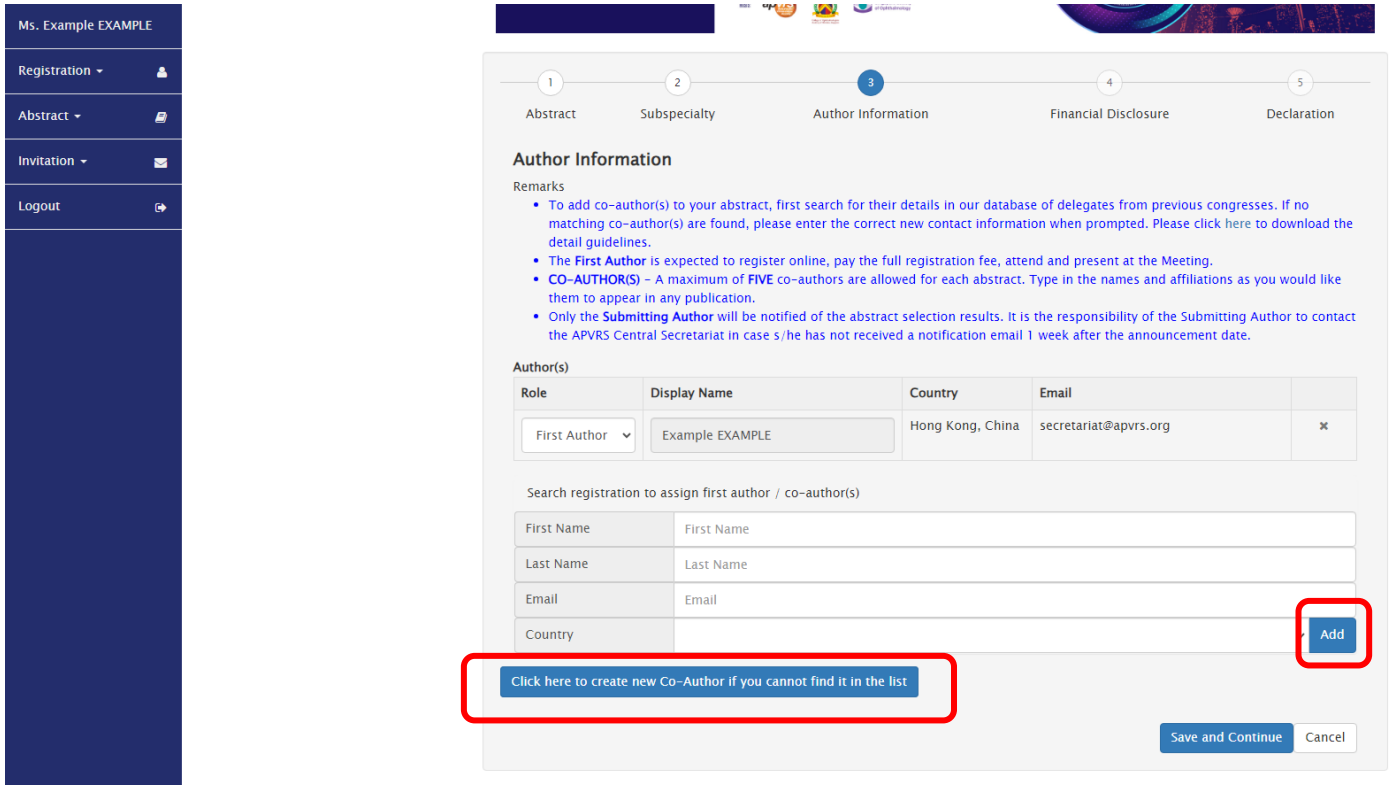


Step 6: Add co-author by email, name and country, and the co-author will show up if s/he has registered. Please click "Click here to create new Co-Author if you cannot find it in the list" if your co-author has not registered.

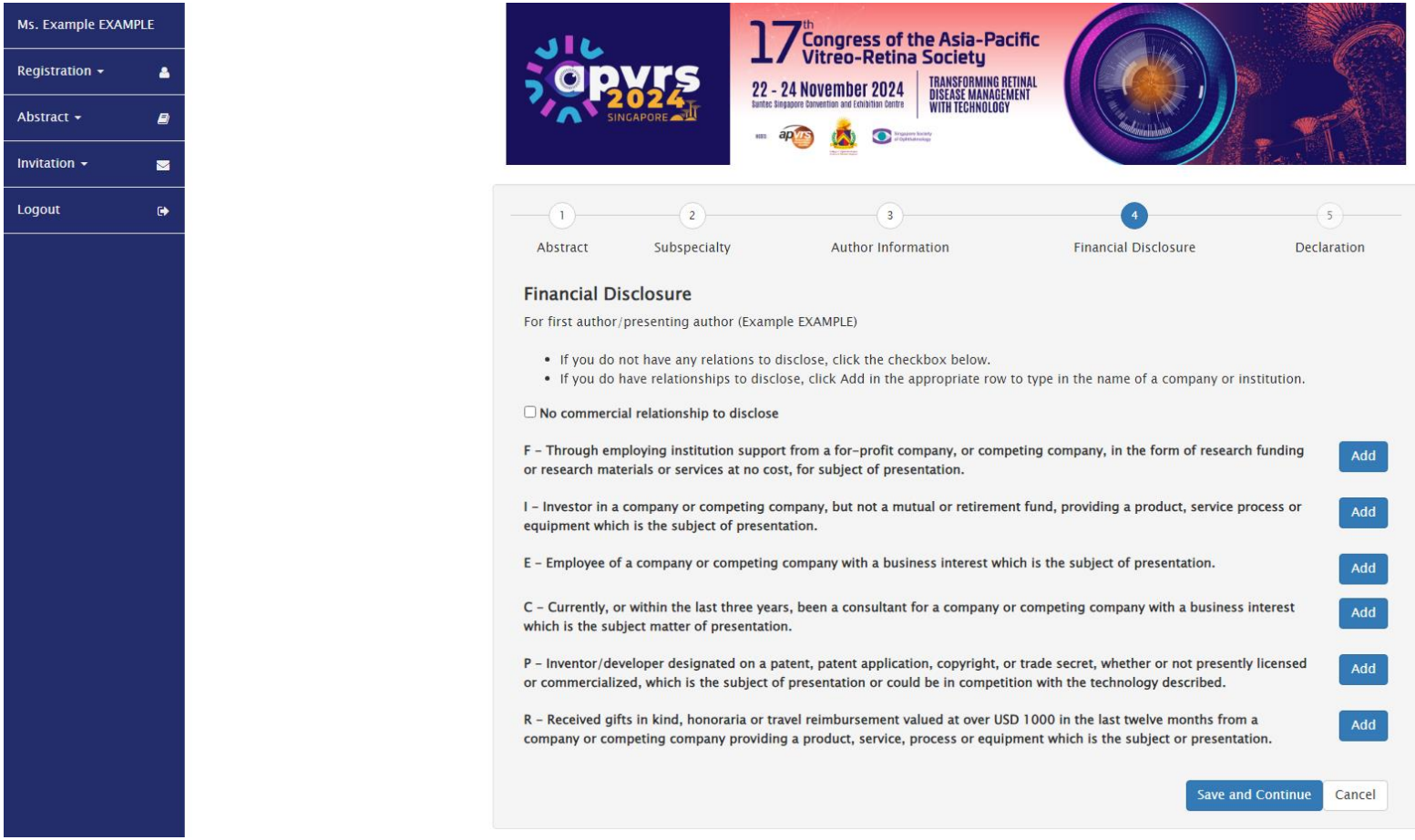
* The first author will be the presenting author. The first (presenting) author is expected to register and pay the full registration fee, attend the Congress and make the presentation.

* The first (presenting) author can have a maximum of 3 submitted abstracts, with a maximum of 2 of each kind.

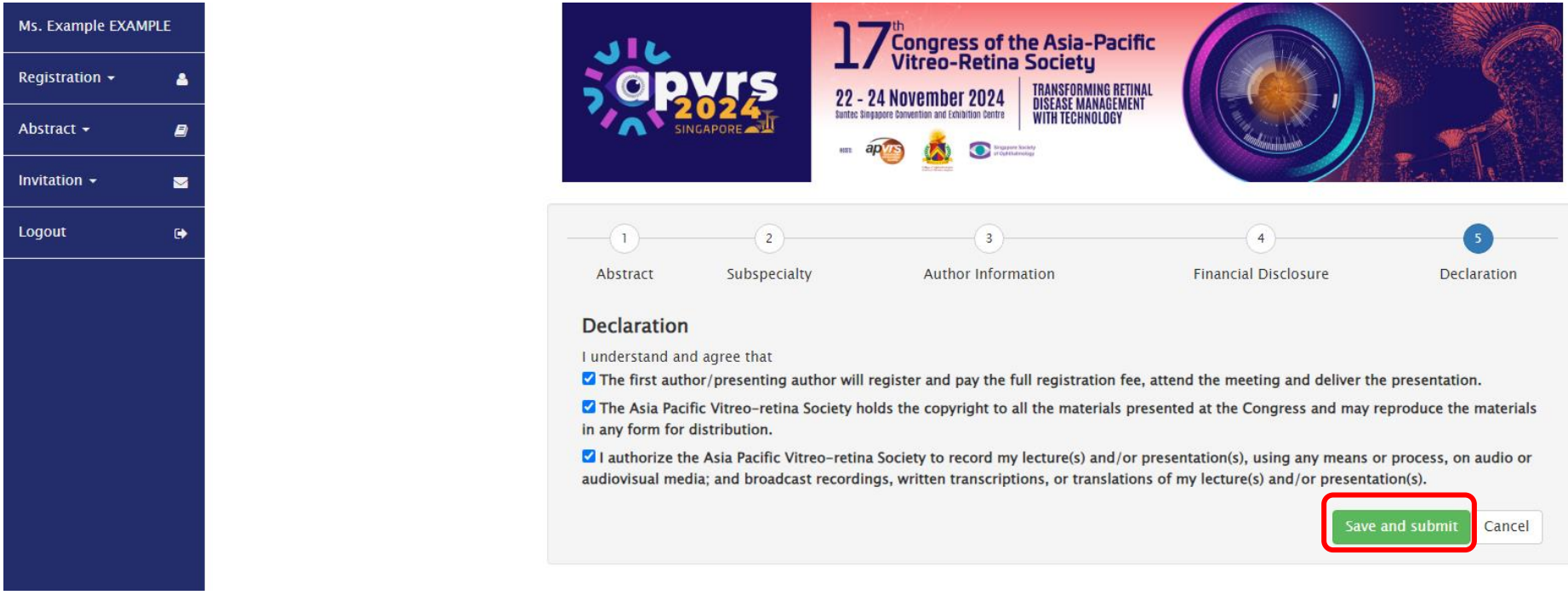
* A maximum of FIVE co-authors are allowed for each abstract.



Step 7: Please fill in financial disclosures (if any).



Step 8: Please read the declaration and click “Save and submit”. You will receive an email confirmation upon submission.



Step 9: You may view, delete, or revise your abstracts before the submission deadline, by **July 19, 2023 (Mon)**.

* E-poster submissions are required to upload the e-poster slide to the Congress System by **October 11, 2024 (Sun)**.

* Video abstract submissions are required to upload the video file to the system by **October 11, 2024 (Sun)**.

* Late submissions will NOT be considered.

APVRS 2024 Congress – Abstract Submission

Notes & Remarks:

- **Invited speakers are not required to submit abstracts for their invited talks.**
- Abstract Submission for Submitted Sessions ONLY.
- Abstract(s) must be submitted online.
- If you submit more than one abstract with the same title, only the latest submitted abstract will be reviewed.
- Please read the Abstract Submission Guidelines before submitting an abstract.

APVRS Submissions

Ref Id	First Preference	Title	Role	Status	Result	Action
200015	Free Paper	Example	Role: **First Author** First Author: **Example EXAMPLE** Submitter: **Example EXAMPLE**	Submitted	Not decided yet	View Delete Revise
200016	Video	Example	Role: **First Author** First Author: **Example EXAMPLE** Submitter: **Example EXAMPLE**	Submitted	Not decided yet	View Delete Revise No video uploaded yet

1 to 2 (total: 2)

Step 10: You may revise your abstract submission by clicking “Revise” before the submission deadline, by **July 19, 2023 (Mon)**. Then, click “Edit” to edit your abstract submission. After editing your abstract, please be reminded to click “Save and submit” as in Step 8 to submit your revised abstract.

* Please check the status of your abstract submissions. “Submitted” means that the abstract is successfully submitted to the system while “Pending” means that the abstract is not yet successfully submitted to the system. Please click “Save and submit” to submit your abstract to the system.

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200015	Free Paper	Example	Role: **First Author** First Author: **Example EXAMPLE** Submitter: **Example EXAMPLE**	Pending		Edit Delete

Ref Id	First Preference	Title	Role	Status	Result	Action
200015	Free Paper	Example	Role: **First Author** First Author: **Example EXAMPLE** Submitter: **Example EXAMPLE**	Submitted	Not decided yet	View Delete Revise