



## Abstract Submission – General Guidelines and Regulations

The ALACI, SAI and AINCA Societies welcome the submission of abstracts for the ALACI 2024 Congress of Immunology. Please, consider the following information:

### Key Dates

**1 June 2024** Registration and Abstract submission open

**18 August 2024** Abstract submission deadline

**16 September 2024** Abstract notifications sent to authors

**14 October 2024** Registration deadline for presenting authors

### General Guidelines

Please, carefully read the guidelines before submitting your abstract. Abstracts not adhering to these general guidelines will be rejected automatically. The final decision about the acceptance of an abstract will be taken by the ALACI 2024 Scientific Committee, following a peer-review analysis.

All abstracts must be submitted online through the Congress website at <https://alaci.org/alaci-2024-registration/>. Abstracts submitted via e-mail, postal mail, or fax will not be accepted.

### Abstract Content and Layout

- Abstracts must be prepared in English and in “Sentence case” only.
- The title should not contain special characters. Instead, please spell them out. For example, type IFN-gamma instead of IFN- $\gamma$ .
- The text should not exceed **300 words**.
- Pictures and tables are not allowed.

***Please, make sure that you do not add the authors’ names, surnames, affiliations, figures, and/or tables to the abstract file to be uploaded.*** The authors and affiliations will be added automatically based on the information you have inserted in the submission platform.

The abstract body text should simply contain:

- o **Background** (shortly indicate the rationale of the study)
  - o **Objectives** (indicate the purpose of the study or the hypothesis that was tested)
  - o **Methods** (include the setting for the study, the subjects, and the type of statistical analysis; if references are needed, they should be given in the text)
  - o **Results** (present as clearly as possible the outcome of the study and statistical significance if appropriate)
  - o **Conclusion** (briefly discuss the data and emphasize the significance of the results).
- 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.
  - Only fully completed presenter profiles and abstract submissions marked as sent will be reviewed.
  - Authors must submit original results that have not been published elsewhere.



### Abstract Type

Authors can express their preferred format of presentation at the time of submission by choosing one of the following:

- **Oral Presentation**
- **Poster**

The Scientific Programme Committee will make the final decision on the presentation format.

### Abstract submission fee payment

An abstract handling fee of **\$ 20.00** will be charged. Payment must be done together with the abstract submission until the abstract submission deadline (**18.08.2024**).

No refund will be made in case of rejection or withdrawal. Authors of successfully submitted abstracts who fail to pay will not be given access to ALACI 2024 or subsequent ALACI events.

### Prizes

In addition to submitting a regular abstract as detailed above, authors who decide to apply for the Best Work in Basic Immunology (BWBI), the Best Work in Clinical and Translational Immunology (BWCTI) prizes or the Leonardo Satz prize (only members of the Argentinean Society of Immunology can apply) must submit an extended abstract (in PDF format) complying with the following:

- The full text should not exceed **1500 words**, in Arial 11. No more than 5 pages.
- A maximum of 3 pictures and/or tables are allowed, with their corresponding legends.
- The body text must include:
  - o **Full title** (concise, indicating the main content of the work. Title in the form of questions are discouraged)
  - o **Authors' full names** (e.g. Juan Carlos Sanchez) **and affiliations** (indicated with superscript consecutive numbers. Provide full postal addresses and the e-mail of the presenting author)
  - o **Background** (indicate the state of the art and rationale of the study)
  - o **Hypothesis** (the hypothesis that was tested)
  - o **Objectives** (indicate general and/or specific objectives)
  - o **Methods** (include the setting for the study, the subjects, and the type of statistical analysis; references must be given in the text)
  - o **Results** (present as clearly as possible the outcome of the study and statistical significance if appropriate)
  - o **Conclusion** (discuss the data and emphasize the significance of the results).

Submission of the extended abstract file should be online through the Congress website at the time of the abstract submission <https://alaci.org/alaci-2024-registration/>. Extended abstracts submitted via e-mail, postal mail, or fax will not be accepted.

*Please, note that application to the Best Poster Award does not require submission of an extended abstract.*



### Abstract Review, Selection, and Notification

All abstracts will be peer-reviewed by an expert committee. All the reviewers have been selected by the Scientific Committee to review abstracts in the category that best fits their expertise. ALACI, SAI, and AINCA aim for high-quality of science without compromising scientific integrity. The abstract reviewers are required to identify abstracts pertaining to commercial promotion of a proprietary product or data originating from the same study across several abstracts and notify the Scientific Committee for further action.

Please note that the final decisions regarding acceptance of the submitted abstracts will be made by the Scientific Committee. No rescheduling or changes by the submitters will be possible once the abstract deadline is closed.

Notifications of acceptance or rejection of the abstracts will be sent to the presenting author of the abstract by **16 September 2024**. With the notification of acceptance, abstract presenters will be informed about the format of the presentation.

### Publication of Abstracts

Accepted abstracts will be published in the online programme on the ALACI website.

Please, note that your abstract will only be published if the abstract is accepted, and the presenting author has registered and paid the registration fee. In order for your abstract to be published in the programme, presenters must register by **14 October 2024**.

### Travel Grant

To be eligible for a travel grant, the applicant must:

- comply with the specific requirements of any travel grant type. Please check them up carefully before starting the abstract submission process at: <https://alaci.org/travel-grants/>

### No-show Policy

Submission of an abstract constitutes a formal commitment by the author(s) to present the work if accepted. If a presenting author of an accepted abstract does not register until the deadline, he/she risks jeopardizing future acceptance at other ALACI Congresses and Events, if not justified (withdrawn). These abstracts will further be excluded from the programme.

If you will be unable to present your abstract and need to withdraw it, write to [abstracts.ALACI2024@gmail.com](mailto:abstracts.ALACI2024@gmail.com) no later than **14 October 2024** with your reason for the withdrawal. After that, the programme will be published so no further changes will be possible.

### Presentation formats and abstract topics

Accepted abstracts selected by expert reviewers will be presented in any of the following sessions: Oral Abstract Sessions, Poster Sessions.

More information on the formats will be available at: <https://alaci.org/alaci-2024-abstracts/>

### Copyright

By submitting your abstract for ALACI 2024 you are agreeing to the transfer of the copyright to ALACI 2024. ALACI copyright is only lifted if the abstract is not accepted for presentation at the congress.



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LATIN AMERICAN AND CARIBBEAN  
ASSOCIATION OF IMMUNOLOGY

**Contact**

For any assistance regarding the registration system and abstract submission, please contact [informes@g2consultora.com](mailto:informes@g2consultora.com)