



FIS/HIS 2022 Abstract Submission Guidelines

Important dates

Abstract submissions opens	1 May 2022
Abstract submission deadline	1 July 2022
Notification of abstract review outcome	19 – 26 July 2022
Deadline for accepted authors to register to confirm attendance:	1 September 2022

Abstract submission guidelines

It is imperative that authors read the guidelines below before online abstract submission as abstracts which do not adhere to the guidelines will not be reviewed.

Who submits the abstract?

Ideally the **presenting author** must submit the abstract and will be the **corresponding author** for that abstract.

Presenting authors do not need to register for the conference in order to submit an abstract, but must register to attend if the abstract is accepted.

Abstracts from presenting authors who fail to register by 1 September 2022 (23:59 BST) will be withdrawn.

Online submission via Oxford Abstracts

The presenting author will be required to create an account to use the Oxford Abstracts submission portal.

If you do not receive a confirmation email within a few minutes, please check that your abstract is not left in draft and is fully submitted by logging back into the portal and checking on the Edit/View Abstracts page. Please also check your junk email. The abstract submission confirmation email will be sent to you from FISAbstracts@mci-group.com.

Editing a submitted abstract

You can save return to edit the submission at a later point up until 1 July 2022 (23:59 BST). The abstract cannot be edited after the abstract submission deadline.

Abstract submission information

The online abstract submission is a simple step-by-step process and will ask you to input the following details:

Title - maximum 75 words. Only capitalise nouns and the first letter of the title. Use standard scientific nomenclature where it is scientifically correct to do so e.g. *Pseudomonas aeruginosa*.



Presentation type - poster or oral presentation or both

Authors and affiliation - maximum 250 words including references

Presenting author - Name, affiliation, and job title of presenting author (this person must be listed as the first author)

Co-authors - Name, affiliation, and job title of co-author(s)

Abstract content – maximum 250 words

Abstract style - Abstracts must be written in English and in a narrative format (not bullet points). Abstract must be written using accurate grammar and spelling. Poor grammar or spelling may result in the abstract being rejected.

All places, people and organisations must be anonymised within the submitted text.

Organism names should be presented using italics - first use should be genus name in full e.g. - *Mycobacterium tuberculosis*, and any subsequent use should be upper case initial followed by a full stop and the species name e.g. *M. tuberculosis*.

Word limits

The 250 word count for the abstract *excludes* the title (75 word maximum), authors and affiliations but *includes* the references

Abstract topics

Abstract submissions are invited for oral and poster presentations for the following topics;

- Antimicrobial agents
- Antimicrobial resistance
- Antimicrobial stewardship
- Clinical cases
- Clinical microbiology
- Decontamination
- Device related infection
- Diagnostics
- Education and training
- Environment
- Fungal infections
- General
- Immunisation
- Innovation and knowledge mobilisation in IPC
- Outbreaks
- Pathogenesis
- Quality improvement
- Research priorities
- Response to COVID-19 pandemic
- Surgical site infections
- Surveillance and epidemiology
- Sustainability in healthcare



- Tropical infections
- Viral infections

Additional information required during online submission

Prizes and awards

You will be asked to indicate whether you wish to enter the Microbiology Society Infectious Disease Futures and Infection Science Award. See under **Prizes and awards at FIS/HIS International 2022**

Original work

You must confirm the abstract has not been previously presented/published/submitted elsewhere. Abstracts that have been previously presented at another conference or published will not be considered for presentation. Please email FISAbstracts@mci-group.com if you are unsure about submitting previously published or presented work.

Conflicts of interest

Please list any conflicts of interest related to your abstract. If there are none, please type 'no conflicts to declare'

Publication of abstract agreement

Poster sessions

Poster sessions will take place in London during the evening social event on Thursday 22 September and lunchtime on Friday 23 September. Poster Sessions will be grouped by topic however the allocated day will not be known until outcomes are communicated in July 2022. Online posters will be presented via the online platform during the virtual event on 26 September and remain available online for 6 months after the event

Free paper (oral communication) sessions

Oral communication sessions will take place in London during the morning sessions 08:15 – 09:05 on Friday 23 September.

Poster talks

Some posters will be selected for discussion during designated poster sessions. During abstract submission authors should indicate if they would like their poster to be included in the chance of being part of a poster talk. This is not guaranteed, but a selection of posters will be chosen to be part of a poster talk. A poster talk will include 5-6 authors, who will all have approximately 5 mins to talk about their poster at a designated poster talk session.

Review and notification of acceptance

All abstracts will go through peer-review carried out by reviewers selected by the FIS/HIS International 2022 Scientific Programme Committee.

Notification of acceptance or rejection will be sent to the submitter between 19 and 26 July 2022.



Registration of the presenting author

When notified of acceptance, the presenting author is required to accept the offer by registering for the conference and paying in full by 1 September 2022. You will be provided with a link to register in your acceptance email. If a presenter fails to register by 1 September, the abstract will be removed from the programme and all related publications.

Withdrawal conditions and change of presenter

If you need to withdraw the abstract or change the presenting author, contact FISAbstracts@mci-group.com by 1 September (23:59 BST).

Terms and conditions of submission are:

- It is the responsibility of the presenting author to submit the abstract. They are the main contact whose responsibility it is to communicate with other co-authors.
- The submitter is responsible for obtaining consent to publish the names of authors/co-authors.
- Conflicts of interest (if any) must be declared during submission.
- If the abstract is accepted the presenting author must register to attend the conference between 22-26 September 2022. If this is not possible the replacement presenter must be a named author on the original submission. If an author does not register and pay in full, the abstract will be removed from the programme and any associated publications.
- The abstract submitted must adhere to the abstract submission guidelines outlined above.
- This abstract must only be submitted once for FIS/HIS International 2022.
- The text of the abstract, along with the names and affiliations, poster and/or additional documents as requested, will be published on the conference website, in the abstract document and on the conference app.
- A submission as a particular presentation type or topic may be changed following review in order to be accepted and included in the programme.
- Presenters will be recorded for streaming after the event. A recording of the presentation and a copy of the slides may be published online after the conference.
- Last date for submission is 1 July 2022 (23:59 BST).
- Amendments cannot be made after 1 July 2022 (23:59 BST)
- The presenting author (as indicated on the submission) will be notified of the decision of the judging panel on or around 19 July 2022.
- The decision of the panel is final.
- Online poster presenters will be asked to provide a PDF and MP4 Video presentation (optional) of their posters at least 2 weeks in advance of conference.



If you need assistance you can contact FISAbstracts@mci-group.com

Oral presentation format at FIS/HIS International 2022

If selected for an oral presentation you will be allocated a slot of approximately 6 minutes with 2 minutes for questions and answers and will present at the physical event on 23 September in London.

Posters

If selected for a poster presentation you will be required to supply an electronic PDF poster and a printed poster (see below for more information), A0 size in portrait orientation. Posters will be displayed in the poster area at the London Business Design Centre and the virtual event platform for the duration of the conference.

You will also have the opportunity to supply a short video presentation to accompany your poster, this should be in MP4 format and should be no more than 5 minutes long. There will be a chat function on your poster page and a notification will be sent to you via email when a comment has been left to allow you to respond.

If accepted for a poster, you are welcome to use one of the A0 portrait poster templates below:-

[Template Option 1](#)

[Template Option 2](#)

Poster production guidelines

ALL posters must be supplied in the following format:

- A0 size (1189x841mm) on a single sheet
- PORTRAIT layout (NOT landscape)
- Keep text to a minimum
- Font size should be at least 24
- Use figures and/or tables
- Ensure contents have a logical flow
- Use colour where appropriate
- Ensure you acknowledge any funders and collaborators
- Send as a PDF document to FISAbstracts@mci-group.com and printed and brought to the event on 22 September