



UROLOGICAL SOCIETY
OF AUSTRALIA
AND NEW ZEALAND

Adelaide Convention Centre | 14 - 17 June 2023

Joint conference

31st National Conference on Incontinence & 4th Functional Urology Symposium

continence.org.au/NCOI

#NCOIFUS2023

Abstract Submission Guidelines

Submission Key dates

Abstract submission closes	11.59PM ACDT Wednesday, 1 March 2023
Notification of acceptance	Wednesday, 15 March 2023
Presenter registration deadline	11.59PM ACST Wednesday, 1 May 2023

Instructions to submit an abstract session:

Please follow the guidelines below. Submissions will not be accepted if the guidelines are not adhered to.

- Accepted abstracts will be included in the NCOI FUS 2023 program
- Abstracts should be submitted using the abstract template
- Papers can only be presented by one presenter
- Abstract title should be in BLOCK CAPITALS
- There are no restrictions on the number of submissions you may submit or on the number of submissions you may present.
- Accepted abstracts will be published in the Australian and New Zealand Continence Journal and appear in the Conference app. Abstract presentations will be made available to the conference delegates. **Please remember to proofread the abstract submission before pressing submit.**

Podium & ePoster Presentations

Podium

- Podium presentations are scheduled for Thursday 15 and Friday 16 June 2023.
- The confirmed date and time of accepted podium presentations will be announced in the Conference Program once made available.
- Podium presentations are scheduled for 5 minutes of oral presentation of the accepted abstract followed by 2 minutes of question & answer. These times must be strictly adhered to. You will be alerted at the 4-minute mark that you have 1 minute remaining to complete your presentation before question time.
- Your presentation must be no longer than 5 slides including no more than 1 background slide.

ePoster

- ePosters are poster presentations to be displayed in the Exhibition Hall for the duration of the Conference and can be viewed at all session breaks.
- Authors will have the opportunity to engage and discuss their work to delegates during scheduled timeslots at lunchtime on Thursday 15 and Friday 16 June 2023.
- The presentation will be facilitated with the use of an electronic poster board.

Eligibility

- Work submitted for presentation at this conference must not have been previously published or presented at another conference (for example International Continence Society or USANZ ASM). Please do not submit case reports as they are not permitted and will not be reviewed.

Language

- All abstracts must be prepared in English.

Abstract Title

- Please make sure you double-check your title, as it will be published as submitted.
- Use mixed case for title – do not use all caps or all lowercase. Do not put your title in quotation marks.
- Titles may not exceed 50 words.
- Do not include trial group name in title of abstract.

Abstract Body Format

There is a limit of 50 words for your abstract title.

Body word limit is 500 words or less, inclusive of title, and include a maximum of 3 references. Please do not use abbreviations unless defined in the abstract. All submissions should be in Microsoft Word format.

Figures and Tables limit: You may add only **ONE** of the following to your submission: image, figure, graph, OR table. Figures and tables will appear at the end of your abstract after your conclusion, both on the proof and for publication. Figures and tables cannot be placed within the text of the submission.

References must appear at the end of the submission not in the body of abstract. Number reference(s) in the text.

Product Name Usage

- For purposes of blind scoring, institutional names must be omitted whenever possible in the title and body of the abstract.
- Authors are requested to avoid the use of commercially branded names.
- If a specific device is only identifiable by its trade name, then this should appear in brackets after a generic description of the device.
- Should it be necessary to use a trade name, then the trade names of all similar products or those within a class must be used.

Authors

- Please consult with your co-authors on how they would like their names to appear. Please enter all authors in the order they should appear in the heading of the abstract. If you (the Contact Author) are not the Presenter on a submission, you will need to provide contact information on the Presenter.

Responsibilities of the Corresponding Author

The first author listed for each abstract serves as the corresponding author and as the primary contact for all correspondence regarding the abstract. The corresponding author is responsible for the following:

- Ensuring that all authors have read the abstract and agreed to be co-authors.
- Notifying all co-authors of any additions, deletions, and changes to the program, as may be communicated by the Continence Foundation of Australia or by Urological Society of Australia and New Zealand.
- Obtaining all the conflict-of-interest disclosures.

Biography of the Presenting Author

- A brief CV/biography of the presenting author with a maximum word count of 100 words must accompany submission. Information will be used during the Conference for introductions and may also be included in conference literature.

Disclosure

- Ethics approval number or indicate “Not required”
- Any project funding
- Conflict of interest (all co-authors must declare at the time of submissions)
 - If no - indicate “I have no actual or potential declarations to make”.
 - If yes – indicate “I have a competing financial relationship/s affiliation/s that could be perceived as having a bearing on my presentation. I have listed all current competing interests or affiliations below:
 - Competing Interest or Affiliation
 - Name of Person/Organisation

Scientific Committee Abstract Review

- After the submission site closes, completed abstracts will be reviewed by the Scientific Committee before inclusion in the relevant program stream.
- All abstracts will be blinded for review, meaning the abstracts will be reviewed without knowledge of the author/s, institution/s or disclosure information.
- It is important that for a blind review that there is no reference to the authors or other identifying material in the body of the abstract.
- The Scientific Committee will make final decision as to the format of your presentation i.e. Podium presentation or ePoster presentation.
- Abstracts will be accepted on any subject concerned with continence or functional urological issues across the ages.

Abstract Review scoring criteria

All abstracts will be scored using the following scoring criteria:

- Originality/ Topicality – New knowledge or new research on known topic and/or Topic relevance to cotemporary practice
- Methods / Results – quality of the research methodology (quantitative/qualitative) and data analysis/findings
- Clinical Relevance – application of research outcomes to continence practice or functional urological/issues

Withdrawals

For an accepted abstract to be withdrawn and not appear in publications, notification must be sent to the Conference Secretariat at ncoifus@dcconferences.com.au by Wednesday 30 March. The email notification must include the title, authors, and affiliations.

Content should include the following sections:

Introduction & Objectives: Include one or two sentences to introduce the broad topic area and provide a reason for the study. Provide a clear statement of the aims of the study. A hypothesis could be included in this section. It may also be appropriate to add references to cited literature here. References will be included in the word limit. Authors are advised to keep references to a minimum, and to use an abbreviated referencing system, i.e. First author et al., no title, year of publication, abbreviated journal title, volume, pages.

Methods: In this section information on participants (and /or subjects) should be provided. This may include the number of participants, demographic information such as age and gender as well as the method of recruitment. (i.e. a random sample or a convenient sample). Study inclusion and exclusion criteria should be included in this section as well as a sample size calculation if presenting a randomised clinical trial. Measures and procedures used in the study are described in this section. Descriptions of analyses appear in the methods section.

Results: The purpose of the result section is to provide a description of the main findings of the study. Reference to potential results that were unavailable at the time that the abstract was submitted will not be acceptable. Submitted abstracts must include actual results. Results should be expressed as means or medians and the spread of the results indicated as ranges, standard deviations or 95% confidence intervals as appropriate. Probability values must be included but are not sufficient of themselves without descriptive statistics (means, etc).

Conclusions: In this section you should provide statements of interpretation and implication of findings, as well as comparison with previous literature. It should not be a simple restatement of the results.

All abstracts will be reviewed by the abstract review committee and will be notified of the outcome by 15th March 2023.

All presenters must register for a minimum of one day of the conference by the Early Bird Deadline for registration (1st May 2023) or the presentation will be withdrawn from the program.

Please note: There is no funding or discounted registrations available for submitted Free paper sessions.