

Abstract and Case Report Submission Guidelines

Thank for considering submitting your abstract to the 11th congress of the Association of Emergency Medicine. We are inviting **scientific abstracts** and **case report abstracts** in English and German to be presented at our congress in 2024. To facilitate the submission process, we ask you to follow the guidelines as stated below.

1. Subject area and scientific field

Abstracts are only accepted for presentation at the congress if they have a clear relevance for either pre- or in-hospital emergency medicine, mass casualty management, disaster medicine or disaster management. Work from basic research, clinical studies, training/education research, quality management as well as case reports can be submitted in abstract form. Case reports should clearly state what they add to the scientific literature or why they are otherwise important to report.

2. Submission deadline

The submission deadline can be found on the congress website. www.agn.at/kongress/

3. Submission portal

All abstracts must be submitted through the online submission portal of the Journal of the Association of Emergency Medicine (<https://agn.science>) before the submission deadline. Incomplete or late submissions cannot be accepted.

Abstracts must be submitted under the section 'Abstracts' and under the category 'Conference Abstracts' in the submission portal.

The abstract title, author names, author affiliation and abstract body can be directly entered into the text fields of the submission portal. The abstract must be uploaded additionally in an editable Microsoft Office Word file for the review process.

Please note that the submitting author is responsible for the content, spelling and information provided in the submission.

4. Abstract format and length

Font and line spacing: Arial, 11 pt, single spaced, no additional paragraph spacing, no indentation; numbering or other uniform enumerations are permitted (1 level).

Per Abstract there is the possibility to insert a meaningful graphic or table.

- I. **Title:** Maximum 80 characters (not in capital letters)
For case reports: Write the diagnosis or intervention of primary focus and the words "Case Report".
- II. **Authors:** First and last name in full, no titles, affiliations attributed by superscript numbering at the end of name. (Example: Jane Scientist¹, John Researcher²)



- III. **Affiliations:** Superscript numbering at the beginning, institution, superior organizational unit (optional), place and country (Example: ¹Institute for Research, University of Science, City, Austria)
- IV. **Word limit:** Maximum 280 words
- V. **Structure**
- a. Abstract
 - Research question / Aim
 - Methodology
 - Results
 - Conclusion/Discussion
 - b. Case report
 - The structure can deviate from abstract structure but should contain:
 - Introduction pointing to unique elements of the case and what it adds to the scientific literature
 - Main symptoms and/or important clinical findings
 - Main diagnoses, therapeutic interventions, and outcomes
 - Conclusion/Discussion with main "take-away" lessons from this case
- Please create abstract structure headings not as independent headings but place them in bold formatting at the beginning of the respective paragraph.
- VI. **References:** You can cite up to four references. Please follow the citation guidelines of the journal "Resuscitation" published by Elsevier. The citation within the text should be a superscript at the end of the sentence.

Example:

[1] Hwang SO, Zhao PG, Choi HJ, Park KH, Cha KC, Park SM, et al. Compression of the Left Ventricular Outflow Tract During Cardiopulmonary Resuscitation. Acad Emerg Med 2009;16:928–33. <https://doi.org/10.1111/j.1553-2712.2009.00497.x>.

5. Principals of the Helsinki-Declaration, declaration of Conflict of Interest (COI) and funding sources

We ask you to adhere to the following as applicable:

- Follow the principals of the Helsinki-Declaration; provide information on ethical review commission discussions or comparable institutions in your submitted abstract.
- Declare all potential COIs or the absence of them and state the received financial support in the COI form, which is available on the conference website. The signed COI form must be submitted through the Online-Portal under "Upload Submission".

6. Publication of abstracts

All accepted and presented abstracts will be published in the online in the Journal of the Association of Emergency Medicine (Arbeitsgemeinschaft für Notfallmedizin).

We are looking forward to welcoming you at the 11th congress of the Association of Emergency Medicine in Graz!

