



IAS 2019

10TH IAS CONFERENCE ON HIV SCIENCE
Mexico City, Mexico 21-24 July 2019

IAS 2019 abstract submission guidelines

Important dates

1 December 2018

Online abstract submission opens.

22 January 2019 (23:59 Central European Time)

Abstract submission closes. Abstracts will not be accepted after this date (except for late breakers).

18 April 2019

Late-breaker abstract submission opens.

9 May 2019

Late-breaker abstract submission closes.

Scientific tracks

The 10th IAS Conference on HIV Science (IAS 2019) welcomes submission of abstracts for original contribution to the field in the following scientific tracks:

- Track A: Basic science
- Track B: Clinical science
- Track C: Prevention science
- Track D: Social, behavioural and implementation science

Each scientific track is divided into a number of categories. All abstract authors are asked to choose one scientific track and one track category during the submission process.

By submitting an abstract to IAS 2019, you agree to adhere to the [conference embargo policy](#). The policy specifies that while authors may publish the fact that their abstract has been selected for inclusion in the conference programme, data from the abstract may NOT be shared in any form (print, broadcast or online publication, media release or conference presentation) prior to its official presentation at IAS 2019.

Call for abstracts

We encourage work that introduces new ideas, concepts and research, deepens understanding in the field, and includes analyses of both successes and failures. Please read the following guidelines carefully before submitting your abstract:

- Abstracts can be submitted only online via the Profile platform on our website, www.IAS2019.org; submissions by fax, post or email will not be considered.
- All abstracts must be written in English.
- It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact in the abstract text will be reproduced as typed by the

author. Abstract titles will be subject to a spell check if the abstract is selected for presentation.

Late-breaker abstracts

A small number of late-breaker abstracts will be accepted for oral or poster presentation at the conference.

Late-breaker submissions must be based on data of unquestioned significance that meet a high threshold of scientific merit.

During submission, authors will have to justify why their abstract should be considered as a late breaker. The same submission rules apply for the late-breaker abstracts as for the regular abstracts, but each presenting author may present only one late-breaker abstract at the conference. The late-breaker abstract submission will be open from 18 April to 9 May 2019.

The percentage of abstracts selected as late breakers will depend on the number of submissions, but selection will be far more rigorous than for regular abstracts.

Questions

For technical questions regarding the abstract submission system, please contact the IAS 2019 Abstract team at abstracts@ias2019.org.

Questions regarding the content of the abstract should be addressed to the Abstract Mentor Programme at mentor@ias2019.org.

For general questions regarding abstracts, please see the [FAQs](#) page.

Policies for abstract submission

Copyright policy

Abstracts must not include libellous or defamatory content. Material presented in abstracts must not violate any copyright laws. If figures, graphics and/or images have been taken from sources not copyrighted by the author, it is the author's sole responsibility to secure the rights from the copyright holder in writing to reproduce those figures, graphics and/or images for both worldwide print and web publication. All reproduction costs charged by the copyright holder must be borne by the author.

Resubmission policy

An abstract that has been previously published or presented at a national, regional or international meeting can be submitted to IAS 2019 only if there are new methods, findings, updated information or other valid reasons for submitting.

If preliminary or partial data have been published or presented previously, the submitting author will be required to provide details of the publication or presentation, along with a justification of why the abstract merits consideration for IAS 2019. The IAS 2019 Scientific Programme Committee will consider this information when making final decisions.

If the author neglects to provide these required details and justification, or if evidence of previous publication or presentation is found, the abstract will be rejected.

Plagiarism

The conference organizers regard plagiarism as serious professional misconduct. All abstracts are screened for plagiarism and, when identified, the abstract and any other abstracts submitted by the same author are rejected. In addition, the submitting author's profile and scholarship application, if one has been submitted, will also be cancelled.

Co-submission

IAS 2019 may negotiate co-submission of abstracts with affiliated events, pre-conferences and/or external events. Visit www.ias2019.org for updated information.

Ethical research declaration

The conference supports only research that has been conducted according to the protocol approved by the institutional or local committee on ethics in human investigation. Where no such committee exists, the research must have been conducted in accordance with the principles of the [Declaration of Helsinki of World Medical Association](#). The IAS 2019 Scientific Programme Committee may enquire further into ethical aspects when evaluating the abstracts.

Conference embargo policy

As is the case with most scientific and medical conferences, abstracts from IAS 2019 are released to delegates and media under a strict embargo policy. A detailed breakdown of the embargo policies for different types of abstracts is available below. All conference delegates, presenters and media agree to respect this policy.

Oral abstracts

Information about the oral abstracts may not be published or presented before the start of the session in which the abstract is presented. If an abstract is included in an official IAS 2019 press conference, the embargo on that abstract lifts at the start of the press conference in which the oral abstract is featured or at the start time of the scientific session in which the abstract is presented – whichever is earlier.

Oral poster discussion abstracts and poster exhibition abstracts

Information about the oral poster discussion and poster exhibition abstracts may not be published or presented before 10:00 CDT (Central Daylight Time) on Monday, 22 July 2019. If a poster presentation is part of an official IAS 2019 press conference or media roundtable that occurs before that time, the embargo on that abstract lifts at the start of the official press conference or media roundtable.

Embargo breaks by presenters

A conference committee will review any potential cases of embargo breaks by presenters. Embargo breaks by conference presenters may result in the removal of the abstract in question from the conference programme. This includes publication of the abstract data in a journal or public outlet prior to presentation at the conference.

Please direct any questions or concerns about the conference embargo policy for presenters to the IAS 2019 Programme team at abstract@ias2019.org.

Embargo breaks by media

Journalists who receive embargoed information related to studies to be presented at IAS 2019 agree not to publish that information prior to the lifting of the conference media embargo regardless of the source or format of the information (slides, press release, abstract, interview). Violation of the embargo policy by a reporter will lead to one or more of the following measures:

- Suspension of the reporter's media conference credentials
- Barring of the reporter from the meeting premises
- Removal of the reporter's name from the IAS media distribution list for two years
- Refusal of media credentials for upcoming IAS conferences.

Please direct any questions or concerns about the conference media embargo policy to the IAS 2019 Communications team at media@ias2019.org.

Abstract submission process

Profile platform

Before submitting an abstract, authors must create a profile. More than one abstract can be submitted through the Profile platform. After an abstract has been created, modifications can be made until the submission deadline. The final deadline to submit the abstract is **22 January 2019, 23:59 Central European Time**.

Choosing a track category

The track category is the general heading under which the abstract will be reviewed and later published in the conference printed matters, if accepted. During the submission process, you will be asked to select one track category for your abstract. Choose the track category that best describes the subject of the abstract.

Abstract structure

Abstracts in all tracks, and without exception, must be structured as follows:

- **Background:** Indicate the purpose and objective of the research, the hypothesis that was tested or/and a description of the problem being analysed or evaluated.
- **Methods:** Describe the study period, setting and location, study design, study population, data collection and methods of analysis used.
- **Results:** Present as clearly and in as much detail as possible the findings and/or outcomes of the study. Please summarize any specific results.
- **Conclusions:** Explain the significance of your findings and/or outcomes of the study for HIV prevention, treatment, care and/or support, and future implications of the results.

The following review criteria will be used:

1. Is there a clear background and justified objective?
2. Is the methodology/study design appropriate for the objectives?
3. Are the results important and clearly presented?

4. Are the conclusions supported by the results?
5. Is the study original, and does it contribute to the field?

Disaggregated sex and other demographic data in abstracts

Authors are encouraged to provide a breakdown of data by sex and other demographics, such as age, geographic region, race/ethnicity and/or other relevant demographic characteristics in submitted abstracts, when appropriate. Your abstract should include the number and percentage of men and women (and additional breakdown by gender and/or ethnicity, if appropriate) who participated in your research or project, and results should be disaggregated by sex/gender and other relevant demographics. Analyses of any gender-based differences or any other differences between sub-populations should be provided in the “Results” or “Lessons learned” sections, if relevant.

Font

A standard font, for example, Arial, should be used when formatting the text. This helps prevent special characters from getting lost or corrupted when copying the text to the online abstract submission form. Ensure that you check the final abstract with the system’s preview function before submission, and edit or replace characters as necessary.

Word limits

The abstract text body is limited to 350 words. Titles are limited to 30 words.

A maximum of two tables/graphs in total can be included. A graph/image (in JPG, GIF or PNG with ideally 600 dpi) counts as 50 words and a table counts as five words per row (50 words maximum).

Common reasons for abstract rejection:

- Abstract poorly written
- Not enough new information
- Clear objective and/or hypothesis missing
- Methods (either quantitative or qualitative) inadequate and/or insufficient to support conclusions
- Summary of essential results inadequate and/or missing
- Study conclusions not supported by the data
- Linkage between different parts of the abstract not comprehensible
- Duplicate or overlap with another abstract
- Study too preliminary or insufficient to draw conclusions
- Study lack of originality.

Recommendations

- Abstracts should disclose primary findings and avoid, whenever possible, promissory statements, such as “experiments are in progress” or “results/lessons learned will be discussed”.
- If English is not your native language, we recommend that you have your abstract reviewed by a native English speaker before submission.

- The conference offers an Abstract Mentor Programme for less experienced submitters. Please see further information below.

Submission confirmation

After submission of the abstract, a confirmation email will be sent to the abstract submitter. In order to receive confirmation, please ensure that emails from abstracts@ias2019-abstracts.org are not marked as spam by your email provider.

Support programmes

Abstract Mentor Programme

The goal of the IAS 2019 Abstract Mentor Programme is to provide an opportunity for young and/or less experienced abstract submitters to have their draft abstracts mentored by more experienced authors before submitting their abstract to the conference.

Abstracts submitted by authors who have volunteered to be mentors in the programme will not automatically be accepted. The same applies to abstracts submitted by authors who were mentored by the programme.

For more information, please visit [Abstract Mentor Programme webpage](#).

Scholarship application process

Abstract authors interested in applying for a scholarship must complete a full scholarship application, available through your Profile platform from 1 December 2018 to 24 January 2019.

For more information, please visit [Scholarship Programme webpage](#).

Abstract review and selection process

Abstract review

All submitted abstracts will go through a blind peer-review process carried out by an international reviewing committee. Each abstract will be reviewed by at least three reviewers.

Abstract selection

The Scientific Programme Committee makes the final selection of abstracts to be included in the conference programme. Abstracts can be selected for oral presentation in oral abstract sessions or to be presented as a poster. A small number of highest scoring posters will be selected for presentation in oral poster discussion sessions; the majority of the posters will be displayed in the poster exhibition.

Notification of acceptance or rejection to corresponding author

Notification of acceptance or rejection will be sent to the submitting (corresponding) author by the end of March. Please note that only the corresponding author will receive an email concerning the abstract; this author is responsible for informing all co-authors of the status of the abstract. Authors whose abstracts have been accepted will receive instructions for the presentation of their abstract.

Rule of two

Each presenting author may present a maximum of two abstracts at the conference. The number of submissions is, however, not limited. Should an author have more than two abstracts accepted for presentation, a co-author must be named as presenting author for one or more abstracts.

In addition, each presenting author may also present one late-breaker abstract at the conference.

Publication of accepted abstracts

The submission of the abstracts constitutes the authors' consent to publication. If the abstract is accepted, the authors agree that their abstracts are published under the [Creative Commons Attribution 3.0 Unported \(CC BY 3.0\)](#) licence. The licence allows third parties to share the published work (copy, distribute, transmit) and to adapt it for any purposes, under the condition that IAS 2019 and authors are given credit, and that in the event of reuse or distribution, the terms of this licence are made clear. Authors retain the copyright of their abstracts, with first publication rights granted to the IAS.

Accepted abstracts may, therefore, be published on IAS websites and publications, such as the IAS 2019 Online Conference Programme and other conference materials, the IAS abstract archive and the *Journal of the International AIDS Society* (JIAS).