



ISEV2020 ABSTRACT SUBMISSION GUIDELINES

Introduction

The abstract submission guidelines of the ISEV2020 Congress are intended to provide clear instructions for submitting an abstract. You are kindly requested to carefully read the guidelines below before starting the submission process.

ISEV and the ISEV2020 International Organizing Committee (IOC) maintain the right to reject any abstract that does not meet the requirements stated below.

The deadline for abstract submission is 17 January 2020 at 23:59 Eastern Time. Submissions received after this deadline will not be considered.

The Presenting Author must be registered for the meeting by 2 March 2020.

General abstract guidelines

1. The abstract must contain primary scientific data or detail clinical observations.
2. Product-oriented abstracts submitted by industry representatives that do not meet the scientific or clinical requirements will not be accepted for oral presentations. However, they may be accepted for poster presentation.
3. Abstracts submitted for ISEV2020 must contain original information, not published elsewhere.
4. The presenting author is responsible for ensuring that all authors have read the abstract and agreed to be co-authors. The presenting author is also responsible for submitting all of the information required for co-authors: Name, Affiliation, City, Country, etc.
5. All research and studies in submitted abstracts that involve human subjects or experimental animals must comply with the Declaration of Helsinki.
6. In clinical studies, please state whether informed consent was obtained and whether the study was approved by a recognized medical ethics committee.
7. If off-label use of drugs was involved in the study, please state this clearly.
8. If the research included in your abstract was supported by industry, indicate this when uploading your abstract.
9. Indicate the funding agency of your work if applicable.
10. The abstract title and text may not contain trade names. ISEV reserves the right to replace trade names in accepted abstracts.
11. Do not partition results from the same study into multiple abstracts. ISEV reserves the right to reject abstracts when inappropriate partitioning of data is suspected.
12. Similarly, do not submit a copy or close copy of an abstract under more than one topic. Abstracts that appear to be submitted multiple times under different topics will be rejected.
13. Abstracts should be submitted in clear English to allow the reviewers to focus on the scientific content of the abstract. Non-English speaking authors are encouraged to have their abstract checked for grammar and spelling.
14. ISEV assumes that all presenting authors have proficiency in English, and thus are able to present and respond to questions. Authors are otherwise encouraged to choose poster presentation as their preference.

Abstract review, selection and publication

An international panel of experts representing all subspecialties and based in a large number of countries will review all abstracts received on or before 17 January 2020. Each abstract will be reviewed by at least three experts. The submitter and presenting author will receive confirmation of acceptance for oral presentation, poster presentation, or a notice of rejection, on or around 14 February 2020, by e-mail. No revisions can be made after the abstract deadline. There will be room for a very limited number of late breaking abstracts with a later deadline. Please consult the ISEV meeting website for details. The highest ranked abstracts will be selected for oral presentation. Authors of abstracts selected for oral presentation will be informed about the session and date of presentation, and presentation guidelines will be provided. Poster presenters will be informed about the date of the poster session and will receive guidelines for preparation and presentation. High-quality abstracts accepted for poster presentation and submitted by junior investigators (<10 years after PhD) will also be considered for an oral “poster-pitch” session to accompany poster presentation. All accepted abstracts will be published in The Journal of Extracellular Vesicles and will be made available on the congress website at the time of the meeting.

Withdrawal policy

If authors wish to withdraw the abstracts from presentation or publication, they are requested to send an e-mail to ISEV (contact@isev.org) before 01 April 2020. After 01 April 2020, abstracts will be prepared for publication in The Journal of Extracellular Vesicles. Withdrawn abstracts cannot be presented or published.

2020 Abstract Topics

Advances in characterization of EV-associated molecules: not omics
Advances in characterization of EV-associated molecules: omics
Advances in EV quantitation
Advances in EV separation and concentration
Autoimmunity and inflammatory disorders
Biodistribution and cellular/organ targeting of EVs
Biomarkers beyond nucleic acids and proteins: sugars, lipids, metabolites
Cell-EV interaction, uptake, and fusion
Engineering and loading EVs
EV biogenesis (from prokaryotes to eukaryotes), component loading, and release
EV nucleic acid biomarkers
EV protein biomarkers
EV signaling between cells/organs of multicellular organisms (not inter-organism)
EV signaling between species
EV therapeutics: EVs as delivery vehicles
EV therapeutics: EVs as intrinsic medicines (regenerative medicine, etc.)
EVs and stem cells (including cancer stem cells)
EVs and the immune system
EVs in blood functions and blood disorders
EVs in cancer immunology and immunotherapy
EVs in cancer metastasis and tumor angiogenesis
EVs in cancer pathogenesis
EVs in cardiovascular diseases and vascular disorders
EVs in Dermatology
EVs in infectious diseases and vaccines
EVs in Kidney, urinary tract, and related diseases
EVs in metabolism and metabolic disease (liver disease, obesity, diabetes, metabolic syndrome)
EVs in Musculoskeletal system - bone, muscle, tendon
EVs in reproduction & pregnancy
EVs in the central and peripheral nervous systems

EVs in tissue injury & repair
EVs in veterinary medicine: beyond laboratory animals
EVs of non-mammalian organisms
EVs, matrikines, and the extracellular matrix
Microfluidic and other devices
Scientific outreach and collaboration: EV cores, workshops, other educational activities
Single-EV analysis

Instructions: Online Submission

The online submission system will take you step-by-step through the submission of your abstract. To access the abstract site, go to <https://www.isev.org/mpage/2020Abstracts> and click on the link at the top of the page. You will create your account and provide the required information indicated by a red asterisk (*). Once your account is created, click on "Click here to begin a new abstract."

Abstract title: The title (including spaces) should not exceed 200 characters. Please only capitalize the first letter of the first word (does not apply to abbreviations). Do not type a full stop (.) at the end of the title and please do not use trade names. Choose if you are submitting as an Oral or Poster abstract.

You will then proceed to completing the two (2) tasks for abstract submission.

1. Abstract Information
2. Author Information

Abstract Information Task

Please review your Abstract Tile.

Choose two (2) Topics for your Abstract. Please do not pick the same topic for each.

Answer the corresponding questions.

Abstract text may not exceed 2000 characters. Do not use HTML codes and 'end of lines' as the text will automatically wrap. **Please adopt the following structured format: Introduction; Methods; Results; and Summary/conclusion.** Graphs, tables and pictures are not allowed.

Click "Continue."

Author Information Task

Please create the list of author(s) for your submission. Select the Presenting Author (Can be any one of the authors listed), Co-Authors (in order between first and last author), and Last Author (Senior or Lead Researcher on the study, last name listed for this abstract).

As the submitter, you are automatically selected as the Presenting Author. If you are the Presenting Author, please update and save your profile. If you are not the Presenting Author, click "remove" in red and add the appropriate Presenting Author.

Please note: Authors will be listed in the order in which they appear on this list. You can move authors up and down in the list with the 'up' and 'down' arrow buttons, as well as remove them with the 'X' buttons.

To add an author:

- Type the author's first name, last name, and email address.
- Click 'Add Author.'

To complete an author's profile:

- Click on the author's name to complete the profile or click the blue 'communication' icon to the left of their name in order to invite them to fill out their profile for this submission.
- A green check mark indicates a complete profile.
- Once the profile is complete, click 'Save Authors' to complete the task.

Click "Save Authors."

How to Submit your Abstract

Once you save your submission and all tasks have a "green checkmark" indicating completion, you can click "Save Submission." On the next page, you can preview your abstract by clicking "click here for a preview of your abstract." Once you have done that, go to the previous screen by clicking "previous" at the top left corner and on the next screen please click the "Submit" button the top right hand corner of the screen. **If you do not do this, you will not submit your submission and therefore not be considered for ISEV2020.** You will then receive confirmation of the submission by e-mail from contact@isev.org. If you do not receive it right away, be sure to check your Spam/Junk folder. Please note, you will be able to access and edit your submission as often as necessary prior to the submission deadline (17 January 2020, 23:59 Eastern Time). After this deadline, you will no longer be able to make any edits.

Language setting of your keyboard

The keyboard configuration of computers in non-Western countries may cause problems with the printing of the abstracts when special non-Western characters are used. To avoid these problems the language setting of your computer should be changed. To do this select "Start" then Settings", then "Control Panel" and then choosing "Keyboard." Once in this menu, set the language of your computer to English (United States) or US (International). Next, open MS Word (or the word processing software you are using) and set the font type to Arial. In the preparation of your abstract, if you require certain special characters that are not available, (e.g. '±', '®', 'µ'), use the insert symbol feature (special characters). To do this, select Arial as the font, then select the required character, and copy and paste the symbol into the text of the abstract. If a special character is still not available, describe the character, e.g. 'alpha'.