



## **VI International Eastern Europe and Central Asia AIDS Conference**

### **Abstract Procedures and Rules**

The parallel sessions of the VI International Eastern Europe and Central Asia AIDS Conference (Conference) will primarily consist of papers selected from submitted abstracts. Conference participants are invited to submit abstracts of their original research.

If a participant wishes to submit his abstract for consideration as an oral presentation, the option "oral presentation" should be selected. If a participant prefers that the abstract only be published in Conference materials, "For publication only" should be selected.

Oral presentation and abstracts should be classified under one of the main topic areas identified by the Program Committees of the Sixth Conference: "Science and Medicine," "Effective Prevention," "Promoting International Development," and "Civil Society."

### **General terms**

- Abstracts are accepted in Russian and English
- Length of abstracts can range from 300 to 500 words.
- Abstracts should be structured as follows: title, introduction, research objective or program, materials and methods (or program description), results (or lessons learned) and conclusion (or next steps).
- Each participant can submit no more than 3 abstracts as the main author and an unlimited number as a co-author.
- Each author/co-author can present only one oral presentation.
- Only abstracts not previously published or presented at other conferences can be submitted.

### **Application procedure for abstracts**

Abstracts can only be submitted through the official Conference website.

Necessary steps:

1. Pre-register for participation in the Conference. Pre-registration means that the applicant is interested in participating in the Conference. He can wait for the decision of the thesis commission and pay the registration fee on the basis of this decision. At the same time, only those who paid the registration fee and received confirmation from the Secretariat are considered to be registered for participation in the Conference.
2. Enter name and pre-registration number on the abstract submission page. The abstract application will be attached to the application for participation in the Conference. All communication between the applicant and the Secretariat will be conducted by email or phone, using the contact information provided on the application form.
3. Complete an abstract application, ensuring that the abstract is between 300 and 500 words in length.
4. Enter information about the author and co-authors.
5. Select the topic of the abstract or indicate the country of the research/program.

6. Enter the text of the abstract.
7. Send the application.

Abstracts are reviewed by the members of the Thesis Commission, which includes representatives of the Program Committees and recognized experts on HIV and related issues.

### Evaluation procedure of abstract applications

1. Nomination and approval of the list of members of the Thesis Commission by co-chairs of the Committees
2. Anonymous review of abstracts
3. Summarizing results
4. Selection of abstracts and preparation of a program of parallel sessions at Program Committee meetings
5. Notification of applicants of decision of Thesis Commission
6. Collation of accepted abstracts

### Criteria for evaluation of abstracts

Points	Abstract quality
9-10	<b>Excellent.</b> The concept of research is original and results are significant. Recommended for presentation.
7-8	<b>Good.</b> The research is well-executed and results will complement the conference. Recommended for presentation.
5-6	<b>Average.</b> The abstract contains information that may be useful to colleagues working in the field. Recommended for publication in the conference proceedings book.
3-4	<b>Below average.</b> Research is not interesting or quality of information is low. Recommendation to reject.
1-2	<b>Poor or incomplete.</b> The quality of the information provided is unsatisfactory. The abstract is incorrect or missing sections. Reject!
-	<b>Conflict of interest</b>

There is an opportunity to comment on the ratings in the Additional Comments field.