GUIDELINES FOR SUBMISSION OF SCIENTIFIC PAPERS SERAU 2025

ORAL PRESENTATIONS AND POSTERS

1. Papers may be submitted **until 23 June 2025 at 23.59 h.**
2. Submissions must be made exclusively through the congress website (via a simple process detailed below):

   a. You can choose from the following presentation categories:
      i. ORAL PRESENTATION.
      ii.POSTER.

3. Register in the **"AUTHOR REGISTRATION"** section. Remember to use an email address you check frequently.
4. You will receive an email with your **USERNAME and PASSWORD**. Please note that this email may be delivered to your spam or junk mail folder. If you forget your password, you can request a new one by emailing: info@emiral.es
5. Next, access the **"PRIVATE AREA"** section and log in using your credentials.
6. Then, click on **"Papers (new)**," followed by **"Add"**, and select "Abstract" as the Communication Type. Proceed to fill in the required information.

   Papers with incomplete research (i.e., without results) **will not be accepted. Abstracts must be unpublished and original.**

8. The **maximum number of authors** is six, both for **oral presentations** and **posters**.
9. Authors must be identified by their last name(s) and initials (e.g., Martínez Pérez, J.C.). The name and location of the institution, as well as the hospital department, must also be included. Ensure all fields regarding the main author's and co-authors' personal details are completed.
10. For **oral presentations and posters**, it is mandatory that the first author of the abstract is registered for the congress. This individual will be responsible for presenting and defending the work. Exceptionally, another author may present, but in this case, the presenter must also be registered for the congress.
11. There is **no maximum number of oral and poster presentations** as first author. Please note that the order in which you enter authors will be the order of authorship.

12. All works (including the title) must be written and submitted in English. The presentation at the Congress, if it is selected, may be in English or Spanish.
13. The **title** must contain a maximum of 10 words and should use capitalized initials followed by lowercase letters.
14. In the abstract, abbreviations must be defined by placing them in parentheses immediately after the first occurrence of the full term.

Specific Guidelines by Category:

ORAL PRESENTATION:

- Language for submission: English.
- Language for presentation/defense: English or Spanish.
- The abstract must not exceed 250 words.
- The abstract structure must include:
  - Introduction
  - Methods
  - Results
  - Key Conclusions
  - References: Maximum of 4 references. Format example: Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. J. Sci Commun. 2010;163:51-9. https://doi.org/10.1016/j.Sc.2010.00372

- 1 or 2 figures may be included in JPEG format, with a maximum size of 5MB.

POSTER (Educational and Scientific Presentation):

- Language for submission: English.
- Language for presentation/defense: English or Spanish.
- The abstract must not exceed 250 words.
- The abstract structure must include:
  - **Educational Posters:**
    - Background
    - Three learning objectives
    - Key Conclusions
    - References: Maximum of 4 references. Format example: Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. J. Sci Commun. 2010;163:51-9. https://doi.org/10.1016/j.Sc.2010.00372

- **Scientific Posters:**
  - Introduction
  - Methods
  - Results
  - Key Conclusions
  - References: Maximum of 4 references. Format example: Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. J. Sci Commun. 2010;163:51-9. https://doi.org/10.1016/j.Sc.2010.00372

- 1 or 2 figures may be included in JPEG format, with a maximum size of 5MB.

15. Once you have prepared your abstract in the submission system, you will have the option to write directly in the text editor or use the **"Paste"** option..
16. When you have completed the process, click **"SAVE."**.
17. Once your paper has been submitted, you will receive a notification confirming its submission at the email address used during registration. If you do not receive it immediately, check your spam or junk mail folder.
18. The Evaluation Committee reserves the right to request additional information about the submitted paper. The evaluation results will be sent to the email address used for submission.
19. To edit your paper after submission, log in to your **Private Area**, click on the "Papers" tab, and then on the **"Edit"** icon. Finally, click save again after completing your changes.
20. While the submission period is open, you can modify previously submitted papers. To delete a paper, send an email with the title to: info@emiral.es
21. Submitting a paper implies the transfer of rights and consent for its publication in any format produced by the SERAU-ESER Congress.

For any questions or clarifications, please contact the technical secretariat at info@emiral.es or by phone at **+34 957080733**, Monday to Friday, from 9 a.m. to 2 p.m.