

INSTRUCTIONS FOR AUTHORS:

HOW TO SUBMIT ABSTRACTS

You can submit your abstracts from November 8, 2021.

The abstract submission expired on **January 10, 2022** after 23:59 CET.

In order to begin the abstract submission you need to enter your My-ERA account by using your credentials (for ERA members and returning users). If you are a first time user, you need to create your own account.

Communications should concern all aspects of nephrology, the prevention and treatment of renal diseases and associated conditions and/or the scientific background to the study of the kidney.

Only submission through the congress website is possible. Abstracts sent by post or e-mail will not be accepted.

Use the template provided under the Upload tab in the ABSTRACT SUBMISSION page. To be sure the format is correct, copy and paste your content without formatting (even if our system recognizes many fonts) into the file and save it with a new name.

Your Abstract should consist of four paragraphs labelled '**Background**', '**Methods**', '**Results**' and '**Conclusions**', and cannot exceed 3400 characters (space not included). The template headings are part of the counting and cannot be deleted. Whereas the title, author name, affiliation, and figures/images are not counted.

You are allowed to add one figure and one table, two figures, or two tables to your Abstract. Tables should be in an editable format and the Figures should meet the following requirements: 1200 dpi for line drawings and 300 dpi for color and half-tone artwork. We encourage you to prepare colour figures (there are no costs involved). **Please pay special attention to the quality of your figures!**

Please do not include more than 5 references and they should follow these requirements:

- The references should be numbered in the order in which they appear in the text.
- At the end of the abstract the full list of references should give the name and initials of all authors unless there are more than six, when only the first three should be given followed by et al. The authors' names should be followed by the title of the article, the title of the Journal abbreviated according to the style of Index Medicus, the year of publication, the volume number and the first and last page numbers.
- References to books should give the title of the book, which should be followed by the place of publication, the publisher, the year and the relevant pages.

All abstracts must be written in English. Particularly if English is not your first language, before submitting your Abstract you may wish to have it edited for language. **This is not a mandatory step** but may help to ensure that the academic content of your Abstract is fully understood. If you would like information about such services, please visit this [page](#).

Authors are liable for all costs associated with such services.

All authors of correctly written and successfully submitted abstracts will receive confirmation by e-mail.

NOTIFICATION

The Presenting Author of each accepted abstract will be notified by **March 10, 2022**. If the Presenting Author is unable to present the abstract, another co-author can take his/ her place. However, if this is the case, a letter from the Presenting Author about the change is requested and it must be received by the ERA Operative Headquarters no later than April 10, 2022.

WITHDRAWAL/CHANGES

Submitted abstracts cannot be withdrawn or changed. No exceptions will be made.

CONTENT OF WORK AGREEMENT

The presenting author must confirm that all co-authors agree with the submission and content of the abstract.

ERA cannot be deemed responsible for any infringement of this rule.

COPYRIGHT

All authors of abstracts grant the ERA for an indefinite period of time, without territorial limitations and without any right to compensation, the right to make the abstract available to the public as well as to all other users, through the ERA website and any other websites operated by the ERA as well as via social media or any other website related to medical issues.

For more information, please check here the ERA Terms and Conditions <https://www.era-online.org/en/terms-and-conditions>.

ORIGINAL ABSTRACTS

Submitted abstracts must describe unpublished work that is not already in press or awaiting possible acceptance by any other society that publishes its abstracts/proceedings.

Encore abstracts: Papers already presented in another meeting will be not considered
Papers already accepted for publication will not be considered.

DISCLOSURE OF INTEREST

All abstract submitters will have to fill in a simplified Disclosure of Interest (DOI) during the submission procedure. If after the review the abstract will be accepted at the Congress, they will be asked to fill in the complete DOI form when submitting their presentation.

PROCESSING FEE

A non-refundable processing fee of EUR 25.00 must be paid for each abstract submitted. The processing fee must be paid at the time of submission by credit card only. Major credit

cards (MasterCard and Visa) are accepted for the secure online payment. All payments must be received by Monday, January 10, 2022 at 23.59 CET so that the submission can be finalised successfully. This fee is non refundable even if the abstract is rejected.

Abstract processing fees are waived for submitters from countries with an official annual income (GDP – Gross Domestic Product per Capita) below USD 10,000 (source: World Bank). A list of eligible countries can be accessed [here](#).

FREE COMMUNICATIONS

The highest scoring abstracts will be presented as free communications, combined in sessions with mini lectures from world renowned scientists.

In case your abstract will be selected for Free communication session only the name of the presenting author and country will be shown in the Congress final programme.

MINI-ORALS

Your accepted abstract will receive great visibility through the “Mini-Orals” (6 slides – 5 minutes), pre-recorded Power Point files (including Q&A).

PUBLICATION

All abstracts accepted for presentation will appear in NDT as an official online supplement. No abstract book will be printed. Abstracts will appear exactly as submitted. Any abstract considered unsuitable for reproduction will not be published.

SPECIAL PERCENTILE CERTIFICATE

A special certificate which shows the percentile reached by the abstract(s) will be given, as an exclusive benefit, to the authors of accepted abstracts who present their works at the Congress.

ADDITIONAL INFORMATION

Should you experience any unforeseen problems with the electronic submission, please contact the ERA Operative Headquarters at abstracts@era-online.org.