



# Science and Clinical Cases

## Submission rules and guidelines

Submission of abstracts is free of charge and must be completed online only via the NBCC 2025 webpage. Material sent by email will not be accepted.

Abstracts must be submitted by the submission deadline, which is Friday 31 January 2025, 12:00 noon CEST. Late submissions will not be accepted; submissions still in Draft status after the deadline will not be considered.

**Special Note:** *We currently do not allow submissions exclusively from Institutions in the Russian Federation and/or Belarus. However collaborative research may be submitted and (if accepted) presented by co-authors from other countries.*

### General Information

#### Draft status

If you do not click on the submit button, your abstract will be saved in Draft Status. You will then be able to review it and submit it later before the deadline.

NB: Abstracts that are in draft status after the deadline cannot be processed and therefore will not be considered for selection.

#### Changes and corrections

Once submitted, it is not possible to make any corrections to the abstract content or information (such as authors list and details, topic, conclusion(s) etc...). The NBCC 2025 scientific committee is not authorised to make changes to a submission. In order to correct your abstract, you must withdraw it and submit a new version prior to the deadline (See below for withdrawal procedure). Note that, such replacement of your abstract is not possible after the deadline. In the case of errors in your abstract discovered after the deadline, you may indicate the correction on your presentation. However, changes will not be included in the publications.

If accepted, your abstract will be published as submitted.

#### Withdrawal

If you want to withdraw an abstract already submitted, please notify us as quickly as possible at [NBCCabstract@kongreskompagniet.dk](mailto:NBCCabstract@kongreskompagniet.dk) stating the title and number of the abstract to be withdrawn.

Withdrawals are still accepted after the submission deadline.

## Step 1: Abstract Information

### *Title*

A maximum of 30 words typed in lower-case letters, except for abbreviations and study names. Please be careful that your title might be truncated if you copy and paste it into the field. Do not include authors, institutions, city names, trademarks and abbreviations in the title.

### *Options*

You may choose to submit your abstract under one of the following options:

- Young Investigator Award Competition
- Nurses and Allied Professionals Award Competition
- Cardiologist of Tomorrow: Clinical Case Competition
- Moderated Paper Poster

When submitting an abstract to the *Young Investigator Award Competition* or the *Nurses and Allied Professionals Award Competition*, you will have the option to also let the abstract be considered for the *Moderated Paper Poster* category, if it is not already selected for one of the award categories. Abstract reviewers will not know if you have also selected this option, so presentations will be assigned to various formats based solely on the overall rankings determined through the grading process.

If you instead wish to submit a clinical case for the Clinical Case Competition, you should select this option. Clinical cases will *not* be considered for the Young Investigator Award, the Nurses and Allied Professionals Award, or Moderated Paper Poster sessions.

### *Young Investigator Awards Competition - Additional Information*

To present an abstract in the *Young Investigator Award* competition, the first author/presenter must be under 40 years old at the time of presentation. Submitters will be required to enter the birth date of the presenter on the submission form.

Note that by default the first author should be the presenter; if not, he/she needs to be able to explain his/her role in the research. During the session, presenters will be in competition and graded under the following categories: originality, scientific content, presentation, answers to questions.

Presenters whose abstract is selected for presentation in the Young Investigator Award competition will receive specific instructions. Results of the competition will be announced during the Congress Dinner on Friday 23 May 2025. Each finalist will receive free admission to the Congress Dinner. The winner will receive an Award certificate and a prize of €1500.

We highlight the fact that only the Presenter may have a prize & award certificate addressed to him/her.

### *Nurses and Allied Professionals Award Competition - Additional Information*

Nurses and other allied professionals have the possibility to also submit their abstract for consideration for the Nurses and Allied Professionals Award competition. Allied professional include: Administrator, Arts Therapists, Blood Transfusion, Scientist / Transplantation, Cardiac Physiologist, Cardiopneumologist, Clinical Biochemist including Paediatric Metabolic Biochemistry, Clinical Bioengineer, Clinical Bioinformatics, Communication Officer, Dental Hygienists, Diagnostic Radiology & MR Physicist, Dietician, Echocardiographer / Sonographer, Epidemiologist, Ethicists, Exercise Physiologist / Kinesiologist / Sports Scientist, Genetic Scientist / Genetic Counsellor, Health Economist, Health Educator, Healthcare Scientist, Life Scientist, Medical Physicist, Medical Technologist / Medical Technician / Technician, Midwives, Molecular Pathologist of Acquired Disease, Occupational Therapists, Paramedic, Perfusionist, Pharmacist, Physical Scientist, Physician Assistant, Physiological Scientist, Physiotherapist, Podiatrists / Chiropodist, Psychologist, Quality Officer, Radiographer, Respiratory Physiologist, Scientist/ Biomedical Scientist, Social Worker, Speech and Language Therapists, Statisticians / Data Professional

Other professionals with employment within the field of cardiovascular care, who wish to submit an abstract for the award session should contact the organisers to ensure eligibility.

Note that by default the first author should be the presenter; if not, he/she needs to be able to explain his/her role in the research. During the session, presenters will be in competition and graded under the following categories: originality, scientific content, presentation, answers to questions.

Presenters whose abstract is selected for presentation in the Nurses and Allied Professionals Award Competition will receive specific instructions. Results of the competition will be announced during the Congress Dinner on Friday 23 May 2025. Each finalist will receive free admission to the Congress Dinner. The winner will receive an Award certificate and a prize of €1500.

We highlight the fact that only the Presenter may have a prize & award certificate addressed to him/her.

#### *Cardiologist of Tomorrow: Clinical Case Competition – Additional information*

To present an abstract in the *Cardiologist of Tomorrow: Clinical Case Competition*, the first author/presenter must be under 40 years old at the time of presentation. Submitters will be required to enter the birth date of the presenter on the submission form.

#### *On behalf of*

You may use this field to enter the name of the affiliation for your research or the name of an investigating team. Do not use this field to list individual authors.

Affiliation/investigating teams will not be listed in the authors' index of the Scientific Programme but will appear in publications.

#### *Trial Registration number*

If available, indicate any reference to your trial registration.

#### *Project code/Grant number*

If any, please use this field to enter the information.

### *Funding acknowledgements*

All sources of financial support (including government grants) for this research must be filed under this heading and not in the abstract text. All grant funding agency abbreviations should be spelt out. This information will be published in the abstract itself.

The submitter is asked to indicate the type of funding source(s) and name it/them, if any.

## **Step 2: Abstract Authors and Institutions**

Your abstract must list at least one author in order to be submitted.

### *Authors' list*

Please note that the first author should be the abstract Presenter by default. Nevertheless, it can be modified through the agreement form online. In all cases, the Presenter must be part of the authors list included in the submitted abstract and be able to explain his/her role in the research during presentation.

You may enter up to 15 authors in the authors list including the Presenter.

If you have more than 15 authors, you can use the "On behalf of" field (see above) to enter the name of an investigating team/study group.

The names of authors will be published as listed on the submission form. Please make sure you have entered the full list of authors - Official contributors in the research submitted - and that the information given for each author is correct, as no changes will be possible after the abstract is submitted (see paragraph on changes and corrections above).

The authors' order and details (names, cities, country codes) will be published as entered by the submitter.

An author may not revise or resubmit an abstract in order to make changes or corrections after this deadline; instead, the abstract may be withdrawn or, if accepted, the error may be indicated during the presentation. Adding or removing authors after the abstract submission deadline is not permitted.

The submitter certifies and warrants that the list of authors is complete and that he/she has permission from all persons he/she enters as co-authors to be listed in this abstract and that they are aware that their names will appear in all publications.

## **Step 3: Abstract Content**

All abstracts must be submitted (and will be presented) in English using UK English spelling with accurate grammar and spelling suitable for publication. If in doubt, please arrange for the review of your abstract by a native English speaker, by a university scientific publications office (or other similar facility) prior to submission.

Abstracts must contain original material neither published nor presented elsewhere. Please refer to embargo policy below.

Abstracts that indicate “the work is in progress” or “the results will be announced / discussed in the presentation” cannot be accepted as the reviewing committee needs full information to grade the submission and therefore will not be validated for the selection process.

Abstract submitted on animal studies: Study must follow the "Principles of laboratory animal care" (NIH Publication no. 85-23 revised 1985) and according to the national law if applicable.

Do not cut and paste symbols into your text. Use the symbols provided when you click on the Omega button (Ω).

For the “Cardiologist of Tomorrow: Clinical Case Competition” category, there are no specific requirements for the structure of the abstract content.

For all other categories, we recommend you structure your abstract using the following headings:

- Background/Introduction
- Purpose
- Methods
- Results
- Conclusion(s)

The maximum abstract size is 450 words, not including image titles (see below)

Use the save and refresh button at the bottom in order to display the size of the abstract in percentage (shown on the left of the screen). The system converts the size in % when you save it as a draft.

The word limit does not include the title and the authors. Only the abstract text is considered.

### *Abstract picture(s)*

In addition to your text, you can add up to 2 pictures.

Should you wish to insert a table in your submission, you need to upload it as a picture.

Your picture file(s) must meet the following criteria:

- Format: PNG
- Size: less than 5 MB
- Measures no larger than 1920 pixels(x) x 1080 pixels(y)

The title field for each picture is optional and must not exceed 30 words.

Submitters are responsible for the pictures uploaded – Please make sure that your picture(s) is(are) correctly uploaded and readable on the abstract preview (this represents how the reviewers will see it and how it will look in all publications). It is the responsibility of the submitter to ensure the quality of the attachment(s) is suitable for publications - if not, picture(s) of insufficient quality may be deleted.

### *Rules for content*

As the grading and selection process is blind, the title, body text or images must not contain identifying features, i.e. information such as:

- Names (authors or others)
- Names of the institutes (hospitals, medical schools, clinics...)
- Cities

Also not authorized:

- Trademarks. The use of commercial drug names, brands and registered trademarks is strictly prohibited. Instead, use generic drug names. Drugs should be referred to by their active substances or pharmacological designations.
- Company names and locations.
- Websites and email addresses.

Failure to comply with the above requirements will/may lead to automatic rejection of the submission, or this information may be deleted by the abstract services, and some rephrasing may occur.

Furthermore, the Abstract Reviewing Committee (graders) is required to identify abstracts pertaining to commercial promotion of a proprietary product, to notify the selection committee.

Do not include grant acknowledgements in the abstract content. Use the appropriate field (see funding acknowledgement section above).

Limit use of acronyms and abbreviations. Define at first use with acronym or abbreviation in parentheses. Place abbreviations in parentheses after the full word the first time it appears. Abbreviations increase the difficulty of reading and evaluating abstracts, which will be considered in the review process. Only commonly used abbreviations should appear in the title of the abstract.

Do not include copyright or trademark symbols.

Please note that any medical research involving human subjects must conform to the principles of the Declaration of Helsinki of the World Medical Association. If any human experimentation is undertaken, the presenting author must be able to provide copies of informed consents signed by human participants. We remind you that patient's photo should be avoided, and the patient must never be identifiable in your presentation.

#### **Step 4: Abstract Preview and Submission**

Proofread abstracts carefully to avoid errors before submission, check spelling and grammar. The abstract will be reviewed and published (if accepted) as it has been submitted – No Exceptions!

Do not forget to click on the 'submit' button to validate your abstract submission. After having submitted your abstract, you will receive an immediate automatic confirmation by email (please make sure to state your correct email address!) notifying you of the abstract number. Please use this reference in all correspondence. If you do not receive this confirmation, please contact the scientific committee at: [science@nbcc2025.dk](mailto:science@nbcc2025.dk)

There is no limit to the number of abstracts an author/individual may submit, but the same research cannot be submitted twice/in separate abstracts, even under a different topic/category or with a different title. If you submit two abstracts with the same content, the Abstract Submission Service will automatically keep the most recent abstract submitted and withdraw the other. Note that duplicate draft abstracts will not be deleted.

### **Abstract grading/results**

All abstracts will be blinded for review by members of the Abstract Reviewing Committee (graders). Each grader is selected by the Congress Programme Committee to review abstracts in the topics that best fits their expertise.

Our intent is to be most inclusive of the quality science received without compromising scientific integrity.

NB - The Abstract Reviewing Committee (graders) is required to identify abstracts pertaining to commercial promotion of a proprietary product, to notify the selection committee.

Submissions are peer-reviewed for scientific content, logical presentation, and current interest of the topic to the scientific community.

The final selection will be made by the Abstract Selection Committee Mid February 2025 that will determine the format and schedule of presentation for each abstract. No rescheduling or changes will be possible.

Accepted abstracts will be scheduled either as oral presentation in the Young Investigator Award competition / Nurses and Allied Professionals Award competition / Cardiologist of Tomorrow Award Competition, or as Moderated Paper Poster presentations, including the Best Moderated Poster Competition.

Presentation and Interaction on the research will be conducted in English.

All abstract submitters will be notified Mid February 2025 about the outcome (accepted or not accepted) of the review and selection process. Please ensure that the email provided is accurate as all correspondences will be sent via email.

If the abstract is accepted, further instructions will be provided at the time of results announcement.

### **Presentation policy**

Submission of an abstract constitutes a formal commitment by the author(s) to present the work, in person in Copenhagen, if accepted. Failure to register for the Congress by the set deadline (Friday 01 March 2025) will lead to the withdrawal of the abstract from the scientific programme and all Congress publications. All selected abstracts will be granted a discount on their registration fee, equivalent of the difference between the "Early Bird" free and Regular fee (see conference website for pricing and details).

The same presenter cannot be assigned to more than 3 abstracts - co-authors should then be assigned as presenters.

All expenses (registration, airfare, hotel....) associated with the submission and presentation of an abstract, are under the responsibility of the presenter.

### **Embargo**

Accepted abstracts are under embargo until one week before the congress. At that time, they will be available on the NBCC 2025 website and congress app.

Submitted abstracts should not be published in any other journals and/or online publications or presented at any international congresses.

Breaking of the Embargo Policy by a presenter or co-author will lead to the Withdrawal of the abstract/presentation from the Scientific Programme and retraction from publications.

### **Affirmation of originality and copyright transfer statement**

By submitting your work to the NBCC 2025:

- You consent to have authors' names, affiliation and biographical material used in connection with the publication of your work.
- Author(s) represents and warrants that he/she/they is/are sole author(s) of the work, that all authors have participated in and agree with the content and conclusions of the work, and that the work is original and does not infringe upon any copyright, proprietary, or personal right of any third party.

The submitter hereby affirms that the work submitted is original, except for extracts from copyrighted works fully authorised by the copyright holders, and that all statements declared as facts are based on thorough examination and investigation for accurateness.

- Submitted abstracts should not have been published in any other journals and/or online publications nor presented at any previous international congress. However, former presentation at national meetings and/or non-cardiovascular specialists' meetings does not disqualify.

A submitter, presenter or co-author submitting or presenting published work will lead to the withdrawal of the abstract/presentation from the Scientific Program.

- Submitted abstracts must report new information not previously published or presented at a national or international scientific meeting prior to the Congress. Note that abstracts previously presented at meetings will not be accepted unless there is a substantial update of data.

The content belongs to the author(s). However, if the abstract is accepted the submitter agrees, on behalf of all co-authors, to transfer and assign to the NBCC 2025 organizing committee, free of charge, on a non-exclusive basis, for twenty years from the present submission the rights to edit, publish, reproduce, reformat, distribute in whole or in part the abstract and prepare all type of derivative works such as press releases and/or educational products, using all communication tools and means, now known or hereinafter



developed, including any and all digital means and any and all supports or forms of media, now known or hereinafter developed, in particular all paper, analog, digital, numerical and electronic media, including Internet, Intranet and Extranet sites and social media. This includes use in indexes or search databases in print, electronic, or other media.

Author(s) retain the right, after presentation, to subsequently include the work in articles, books, or derivative works that he/she authors or edits, provided said use does not imply the endorsement of the NBCC 2025 Organizing Committee.

The submitter signs for all co-authors. He/she accepts responsibility for the present rules for submission and presentation on behalf of all co-authors.

### **Disclosure Policy/Conflict(s) of interest**

The Congress Programme Committee requests all presenters to disclose their potential conflict(s) of interest at the time of acceptance of presentation (agreement form submission).

It is also the responsibility of the presenter to disclose any potential conflict(s) of interest from co-authors pertaining to the presentation on the presentation itself (as may be required).

This will allow the audience to take potential conflicts of interest into account when assessing the objectivity of the presentation.

A potential conflict of interest may arise from various relationships, past or present, such as employment, consultancy, investments and stock ownership, funding for research, family relationship, etc.

All related potential conflicts of interest must be stated.

This pertains to relationships with pharmaceutical companies, biomedical device manufacturers, or other corporations whose products or services are related to the subject matter of the article. Such relationships include, but are not limited to, employment by an industrial concern, ownership of stock, membership on a standing advisory council or committee, being on the board of directors, or being publicly associated with the company or its products. Other areas of real or perceived conflict of interest could include receiving honoraria or consulting fees or receiving grants or funds from such corporations or individuals representing such corporations.

Data privacy - By certifying that you have read these Submission rules, you also confirm having received the prior approval from the co-authors to provide their data to the NBCC 2025 Organizers. The information collected in this CALL FOR ABSTRACTS is subject to data processing to proceed with the elaboration of the Nordic-Baltic Congress of Cardiology 2025 abstract programme. It is a statutory requirement to list the authors who have contributed to the research submitted. Authors not listed in the submission will not be acknowledged in the abstract if accepted for publication and presentation at the Congress and in the promotion of the abstract. The recipients of the data are NBCC 2025 Staff who process the submissions and the NBCC 2025 Committees and volunteers involved in the abstract programme. Data collected will be kept for up to 20 years. Transfer of personal data to NBCC 2025 Staff, contractors as well as other NBCC 2025 related scientific organisations occurs for production, promotion and dissemination of the Congress

Content. In accordance with the chapter 3 of the European Regulation 2016/679 with regards to data protection, you have the right to request from the NBCC 2025 organizers, access to and rectification or erasure of your personal data or restriction of processing concerning your data or to object to processing as well as the right to data portability. This is done thru withdrawal of the abstract according to the terms and conditions of withdrawal.

For data privacy concerns, please contact (Kindly note that a proof of identity will be required during the process through a secured link) -

Data Privacy – The Danish Society of Cardiology

Vognmagergade 7, 3. sal

DK-1120 Copenhagen K

Denmark

Tel: +45 3137 8854

Or by email to: [dcs@cardio.dk](mailto:dcs@cardio.dk)

You have the right to lodge a complaint with a supervisory authority, and for information, the NBCC 2025 organizers have appointed a Data Protection Officer that you can reach at [dcs@cardio.dk](mailto:dcs@cardio.dk)

Applicable law - All the rules pertaining to the present submission rules are governed by, and construed in accordance with, the laws of Denmark without regard to any conflicts of laws principles thereof that would require the application of the law of any other jurisdiction.

If you have difficulties in submitting your abstract(s) or if you need any further information, please contact us at [NBCCabstract@kongreskompagniet.dk](mailto:NBCCabstract@kongreskompagniet.dk)