**RESMEET 2023**

**GUIDELINES FOR ABSTRACT SUBMISSION**

**Context**

* Submission Theme
* Deadline, Review and Acceptance
* Submission Guidelines
* General Guidelines
* Abstract Rejection Criteria
* Author Agreements

*Please read through carefully before filling up the abstract submission form.*

**Submission Theme:**

The scientific program committee welcomes you to participate in ResMeet’23, by submitting abstracts under 5 categories as listed below:

1. Physiological Optics
2. Visual Neuro Science
3. Multidisciplinary Ophthalmic imaging
4. Public Eye health
5. Technology and Innovation

If you have any questions or difficulty with the online abstract submission process, please contact communications@indiavisioninstitute.org

**Deadline, Review and Acceptance:**

Online submissions of abstracts are due by **Wednesday, 31 May 2023 at 23:59 hours IST**. Submissions will be reviewed by the ResMeet’23 Program Committee and primary authors will be notified if the abstract has been accepted or declined by **Friday, 30 June 2023**.

**Submission Guidelines:**

1. Abstracts are limited to 2500 characters
2. A successful abstract should follow the scientific principles and clearly describe the scientific approach and results.

**Abstract Title:** Provide a concise and informative title that summarizes the content of the abstract.

**Authors and Affiliations:** Include the names and affiliations of all authors. Indicate the presenting author with an asterisk (\*) next to their name.

**Abstract Body:** The body of the abstract should include purpose, methods, results and conclusion. Keep the abstract concise and focused, limiting it to 2500 characters (including spaces)

**Financial and Conflict of Interest Disclosure:** The first author is responsible for disclosing any financial and/or conflict of interest on behalf of all listed authors as defined below. Any conflict of interest must also be disclosed at the time of presentation; Contact communications@indiavisioninstitute.org for any queries.

*\*A conflict of interest exists if financial interests or other opportunities for tangible personal benefit may exert a substantial and improper influence on a researcher's professional judgment in designing, conducting, or reporting research. A conflict of interest is not an accusation and does not imply that a researcher's judgment has been compromised. The following types of situations describe conflicts of interest that should be disclosed in your presentation.*

**Ethical and Regulatory Requirements for Research**

• Research involving human subjects must have been conducted in accordance with the tenets of the Declaration of Helsinki and with adherence to any applicable national and local human subjects research requirements. Consistent with the National Institutes of Health guidelines, if the number of human subjects in the study exceeds three, Institutional Review Board (IRB) approval must be obtained. The authors cannot automatically assume that certain studies are exempt from IRB review. Only an IRB can determine if a specific study fulfills the exempt status.

• Research involving the use of animals must be conducted in accordance with international standards for animal treatment and care (e.g., the Society of Neurosciences and ARVO statements on the use of animals in research) as well as any applicable regulatory requirements. If the work submitted involves the use of animals, Institutional Animal Care and Use Committee (IACUC) approval must have been obtained.

• Failure to conform to the above ethical standards may result in loss of privileges for all listed authors to submit abstracts or proposals to subsequent meetings.

1. **Images:** The Images must be in High Resolution JPEG with a minimum resolution of 600 dpi and a file size of 1MB.
2. **Keywords:** Include 3-5 keywords that describe the topic of the abstract.
3. **Formatting**

Font Style: Calibri

Font Size: 12

Spacing: 1.15

Margins: Normal

Text Alignment: Justify

**General Guidelines:**

1. All submissions have to be in English and must be submitted using the application form on the website. (insert link)

1. Please ensure contact details are entered correctly to avoid delays in communicating our decisions with you.

1. The abstract must be entirely the author's work; plagiarism will not be accepted. Multiple entries are not encouraged.

1. The first author is only permitted to submit one abstract. There is no limit to the number of coauthored submissions, e.g., authors may be listed as second, third or other position on any number of submissions.

1. The first author is solely responsible for presentation of accepted abstracts at the date and time assigned by the scientific program committee. Co-authors, substitutes, or multiple presenters are not permitted.

1. Please do not submit to the scientific program unless you can commit to present when assigned. You are required to be equipped with a reliable internet connection and hardware support. You will also be obliged to meet all the technical requirements as provided by the conference technical team.
2. Abstracts can be submitted under any one of the five themes mentioned above
3. Please ensure work has not been published or previously presented at a major meeting as part of the submission process.
4. Abstracts will be evaluated based on their structure, content, perceived value to ResMeet'23 Delegates, and level of innovation. Every decision is final.
5. Selected abstracts will be given 15 minutes to present (including 5 minutes dedicated for Q&A).
6. First authors of selected abstracts will be notified through e-mail about the presentation requirement by the conference team.

**Abstract Rejection Criteria:**

* **Poor quality:** Abstracts that are poorly written, lack sufficient detail, or do not adequately address the topic will likely be rejected.
* **Lack of originality:** Abstracts that present information that is already well-established in the field or that do not contribute new insights or findings are less likely to be accepted.
* **Incomplete or missing information:** Abstracts that do not include all required information, such as study design, methods, and results, or that have incomplete author information or affiliations, may be rejected.
* **Irrelevant to conference theme:** Abstracts that do not fit within the themes listed or are not relevant to the field of optometry and vision science may be rejected.
* **Poor formatting:** Abstracts that do not follow the formatting guidelines provided, such as incorrect font size or spacing, may be rejected.
* **Ethical concerns:** Abstracts that raise ethical concerns, such as those involving animal or human subjects, may be rejected if they do not adhere to **Ethical and Regulatory Requirements (refer above)**

**Author Agreements**

By submitting an abstract, the author confirms and agrees to the following:

* The author/s approves submitting this work for ResMeet’23 Online Conference hosted by India Vision Institute from 29- 30 July 2023.
* The author/s who have done the work reported in the abstract would take full responsibility for the contents.
* The author/s agrees to confine their presentation to the topic in the abstract.
* The author is responsible for using correct grammar and spelling but the scientific committee reserves the right to edit abstracts for grammar and spelling.
* The author/s approve that the content submitted is not subject to copyright restrictions arising from pre-existing copyright agreements or transfer.