

Introduction

On behalf of the Scientific Committee we welcome you to the automatic abstract submission system. Please read the following guidelines carefully.

Guidelines for the submission of abstracts

- Abstracts for lectures and poster presentations must be submitted in English.
- Title of the abstracts: English and either German or French.
- Presentation in one of the Swiss national languages or in English; there will be no interpretation during the Congress. PPT slides and pictures in English.
- Make sure that the spelling is correct. No subsequent corrections will be made. The print is made directly based on your entries. Here you will find the [guidelines for authors](#).
- The length of the abstract is limited to 2'500 characters, that of the title to 100 characters (including spaces). If a picture is inserted, the length of the abstract is reduced to 2'200 characters (incl. spaces).
- Use only common abbreviations. These must be written out in full the first time they are used.
- Do not enter the names of the authors in the text field, as the abstracts must remain anonymous for the reviewing process. These entries are made elsewhere, and the system establishes the correct link between abstract and author(s).
- An abstract accepted by the committee must be submitted. Submissions for presentation only (shown only) will not be accepted.
- The first named author is considered the presenting main author and is requested to provide his complete correspondence address including e-mail address. If he/she is unable to attend, he/she must bring a replacement and inform the organizer of the person's name in due time (1 week before the congress; exception: reasons arising on the day of the presentation itself).
- Abstracts submitted via e-mail will not be accepted.
- Authors will be informed by e-mail by mid-July 2020 of the decision regarding the admission of their abstract.
- Submitted abstracts must be up-to-date.
- The submitter can choose his preference as follows: "poster only" or "oral presentation or poster".
- Abstracts already published or submitted at other congresses will also be accepted. The submitter is obliged to refer to the publication (copyright!). The publication is irrelevant for the evaluation. The abstract can be evaluated as poster or oral presentation, selected as best abstract or equally not admitted.
- **The submission of an abstract does not constitute registration for the congress.** This must be done separately via the online participant registration.

Evaluation procedure

For the evaluation of the abstracts there is an additional extension of the Scientific Committee, the Abstracts Review Committee (RC). All abstracts submitted in due time will be reviewed by the SC and the RC. The final decision on which abstracts will be accepted, which will be presented as oral and which as poster, and which are the best abstracts, will be made exclusively by the SC. The selection committee must be well mixed and as neutral as possible.

Authorship of committee members for abstracts

- SC and RC members may be first author or co-author of submitted abstracts.
- Members of the SC and RC who are involved as authors of a submitted abstract must indicate this in the comment field of the evaluation form. They may not evaluate this abstract.

Submission by industry

- Abstracts submitted by industry can also be selected as "oral presentation and best oral".

Scientific Committee

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Confirmation

If the abstract has been entered correctly, you will receive an automatic confirmation with a personal identification number. If you do not receive a confirmation, please contact the organizer by [e-mail](#)

Publication

All accepted abstracts will be published on the congress website and in the [journal Clinical Laboratory](#). **Excepted are abstracts that have been previously published elsewhere.**