

# 12<sup>th</sup> World Congress in Montreal

## Abstract & Poster Presentation Instructions



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### General Information

The International Neuromodulation Society's Scientific Program Committee invites you to submit abstracts for presentation at the INS Congress in Montreal, Quebec, Canada. Please review the following information as well as the author instructions on the abstract submission site: <http://ins-congress.abstractcentral.com/>

The INS Scientific Program Committee has reserved room on the program for free oral presentations in addition to poster sessions. Each oral presenter will be allowed 8 minutes of lecture time, 8 slides, and a 2-minute question and answer period. Please check the appropriate box on the submission form to indicate whether your proposal should be considered for oral and poster presentation or only for poster presentation. The committee will accept a total of approximately 120 oral presentations.

### Topics for poster and free oral presentations include:

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| 1. <b>Basic Science</b>                           | 6. <b>Headache</b>                        |
| 2. <b>Neuroprosthetics and Neural Engineering</b> | 7. <b>Peripheral Nerve</b>                |
| 3. <b>Socioeconomics</b>                          | 8. <b>Cardiovascular Disorders</b>        |
| 4. <b>Brain</b>                                   | 9. <b>Gastrointestinal Disorders</b>      |
| - Movement Disorders                              | 10. <b>Genitourinary Disorders</b>        |
| - Psychiatric Disorders                           | 11. <b>Non-Invasive Brain Stimulation</b> |
| - Cognitive Disorders                             | 12. <b>Neuroregeneration</b>              |
| 5. <b>Spine</b>                                   |   |
| - Pain  |   |
| - Spasticity and Movement Disorders               |   |

Paper abstracts previously presented or published may not be submitted without modification. Original work must be changed or expanded, resulting in a **new** abstract.

The Scientific Program Committee recognizes that submissions of high quality, accepted for presentation at this meeting, should be acknowledged. All accepted abstracts will be published on the Society's website and in the online version of the INS journal, *Neuromodulation: Technology at the Neural Interface*. INS will retain the copyright of published abstracts. All authors are also encouraged to submit full manuscripts to *Neuromodulation* at <http://mc.manuscriptcentral.com/ner>.

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### INS CME Mission Statement

The International Neuromodulation Society promotes improvement in patient health care by providing physicians and allied health care professionals with high quality, evidence-based educational activities focusing on advances in the field of neuromodulation; basic, translational and clinical research; new technology; and global health care. The overarching goals are to enhance learners' knowledge, competence and performance to improve patient access, selection, safety and clinical outcomes.

### Content without Commercial Bias\*

The content of abstracts, posters and oral presentations must promote improvements or quality in healthcare and not a specific proprietary business interest of a commercial interest. Presentations must avoid commercialism.

Abstracts, posters and oral presentations must give a balanced view of therapeutic options. Use of generic names will contribute to this impartiality. If the content includes trade names, where available, trade names from several companies should be used, **not** just trade names from a single company.

## Policy on Commercial Support\*

Presentations that constitute promotion and advertising **will not be accepted**. If the cost of a presentation has been underwritten to any extent, a clear acknowledgement stating the support and identifying the source should be included in the abstract (e.g. "The support of [corporation or institution] for this project is gratefully acknowledged."). Statements made in presentations are the sole responsibility of the author or presenter. Statements should not be viewed as or considered representative of any formal stance or position taken on any subject, issue, or product by the International Neuromodulation Society.

*\*From ACCME Standards for Commercial Support<sup>SM</sup>*

## Selection Criteria

Submissions will be reviewed and rated by members of the Scientific Program Committee and Neuromodulation Editorial Board who have expertise in the clinical area to which the submission belongs. Each submission will be reviewed for its scientific or clinical importance, ethical practice, and study design.

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## Submission Information – **Deadline: 14 February 2015**

Please submit your abstract through our abstract submission site at: <http://ins-congress.abstractcentral.com/>

- Oral and poster presentations are limited to one (1) primary presenter.
- Use the recommended abstract format: Objective; Materials and Methods; Results; Discussion; Conclusions; and References.
- In 400 words or less, provide an accurate, succinct, and informative representation of the content that will be presented in the poster. (Only the body of the abstract will be counted.) The abstract communicates the essence of the presentation to the intended audience.
- Do not use abbreviations. Type in sentence case. Do not use all caps.
- Do not use the ampersand character (&) unless it is part of the company name.
- Proofread for typographical, grammar, and syntax errors.
- Images must be AT LEAST **600 dpi**, as lower resolution images will not reproduce well.

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## Meeting Registration Guidelines for Presenters

Oral free paper and poster presenters **must register** for the meeting and pay the applicable registration fee, as INS will not waive the registration fee. Presenters are also responsible for all personal expenses (e.g. travel, hotel). You are encouraged to register for the meeting and to reserve hotel accommodations as early as possible to ensure that space is available.

**For additional registration and hotel information, please contact:**

INS Congress Registrar, Vanern Enterprises, Inc.

[reservations.ins.montreal@gmail.com](mailto:reservations.ins.montreal@gmail.com)

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## Notification of Abstract Peer Review Outcome

Primary authors of abstract submissions will be notified by email of the outcome of the peer review process in late March 2015. Authors whose abstracts are accepted for presentation will be required to complete a presenter information form and faculty conflict of interest disclosure and resolution form.

Abstract-related questions can be directed to [inscongress@neuromodulation.com](mailto:inscongress@neuromodulation.com).

## Poster Guidelines

### Mounting and Removing Materials

We will provide you with a poster board on which to display your materials. Materials should be on thin poster paper or cardboard – anything heavier will not stay in position. You will be provided with pins or Velcro dots with which to fasten your poster to the board.

- Please do not write, paint, or use double-faced tape on the poster boards.
- Do not leave anything on the floor near or under the poster board once it is set up. Anything on the floor is a safety hazard. Any resulting losses are not the responsibility of the International Neuromodulation Society or Vanern Enterprises.
- Please note that projection equipment, videotape recorders, and electrical outlets will not be available in the poster session area.
- Follow the established schedule for set-up and tear down times. Any losses incurred by late tear down are the responsibility of the tardy poster presenter.

### Poster Format

1. The poster board will be vertically oriented with the following dimensions:  
Maximum height: 231 cm / 91 inches; Maximum width: 91 cm / 36 inches
2. Prepare a label for the top of your poster indicating the title, authors, and institutional affiliations. **Please also include acknowledgment of any and all project funding and conflicts of interest.** Lettering should be at least 2.5 cm / 1 inch high.
3. It is best to arrange written materials in columns.  
Text should supplement graphics -- the poster is primarily a visual, rather than a written presentation. It is helpful to use arrows to indicate the direction in which the poster is meant to be viewed.
4. An introduction should be placed at the upper left and a conclusion at the lower right corner, both in large type.
5. No materials should extend beyond the perimeters of the board (above, below, or on the sides).
6. Use the board assigned to you and do not move the location of your poster.

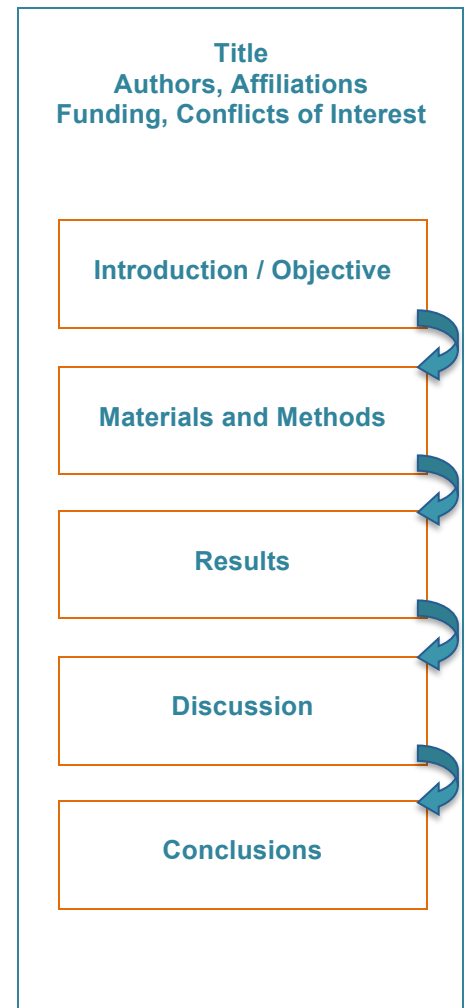
### Illustrations

Be advised that illustrations will be viewed from a distance of .7 m / 2 ft or more. The sequence of illustrations should be indicated with numbers or letters at least 2.5 cm / 1 inch high, preferably in bold font.

Each figure or table should have a heading of one or two lines in large type stating the point of its message. Detailed information can be provided in a legend in small type below the figure. These legends should be brief, yet informative. Charts, drawings, and illustrations might be similar to those used in making slides, although preferably simpler (avoiding unnecessary details) and more heavily drawn. Keep everything as clear as possible.

### General Information

Your poster should be self-explanatory so that you are free to supplement and discuss particular points raised by viewers. The poster session offers the perfect opportunity for informal discussion, but discussion becomes difficult if you have to devote your time to explaining your poster.



### Poster Schedule

Poster sessions are planned for the following times, during which authors are requested to be present. On the day of your presentation(s) please set up your poster(s) between 07:00 and 07:25, and retrieve them at 16:30.

<b>Monday, 8 June</b>	07.30 – 08.00, 10.00-10.25, 13.30 – 14.30, 16.00 – 16.30
<b>Tuesday, 9 June</b>	07.30 – 08.00, 10.00-10.25, 13.30 – 14.30, 16.00 – 16.30
<b>Wednesday, 10 June</b>	07.30 – 08.00, 10.00-10.25, 13.30 – 14.30, 16.00 – 16.30