



August 2024

## **NCHIV24: abstracts submission guidelines**

The 17<sup>th</sup> Netherlands Conference on HIV Pathogenesis, Epidemiology, Prevention and Treatment (NCHIV) is set to once again take place at the Royal Tropical Institute (KIT) in Amsterdam on **Tuesday 26 November 2024**.

For more information about the program, go to: [nchiv.org](http://nchiv.org).

Abstract submissions may include results from original research across all scientific disciplines, including social sciences, which is relevant to the main conference themes (HIV pathogenesis, epidemiology, prevention and treatment), and was conducted primarily by researchers from Dutch institutions working either in or outside the Netherlands.

Abstracts on other viral infections, including viral hepatitis, SARS-CoV-2 and monkeypox in the context of or of direct relevance to the field of HIV are also very much welcomed. For a detailed overview of all abstract categories, see below under heading "Abstract categories".

### **Submission guidelines**

Abstracts can only be submitted online via the official [link](#); submissions by post or email will not be considered.

Abstracts must be written in English. Titles are limited to 30 words. The abstract text body is limited to a maximum of 400 words.

Tables and/or figures (in JPG, GIF, TIFF or PNG with ideally 600 dpi, a minimum size of 500 KB and a maximum size of 10 MB) may be included but **may not exceed a maximum of two in total**. Tables and/or figures will not count toward the 400 word limit, nor will the information about authors, institutions and study groups.

Abstracts should be structured and include succinct statements outlining:

- **Background:** study objectives, hypothesis or description of the problem;
- **Methods:** method(s) used or approach taken (incl. statistical analyses when appropriate);
- **Results:** present as clearly and in as much detail as possible the findings/outcome of the study. The results section should include relevant sex/gender stratification and other demographic variables and use appropriate terminology;
- **Conclusion:** describe the main outcome(s) of the study, and explain the significance of your findings, and future implications of the results.

Authors are strongly encouraged to provide proper quantification of key results in the form of an illustrative table or figure, including for illustrating key results from experimental basic-/translational studies.

It is authors' responsibility to submit a correctly-written abstract. Any errors in spelling, grammar or scientific fact will be reproduced as provided by the author. Use of artificial intelligence tools such as ChatGPT to assist in generating the abstract and/or any of the reported analyses needs to be disclosed.

We strongly encourage anyone who submits an abstract to use people first language. Click [here](#) to learn more.

### **Abstract categories**

The abstract category is the general heading under which your abstract will be reviewed. During the abstract submission process, you will be asked to select the abstract category which best suits the subject of your abstract. The NCHIV24 abstract categories are:

- Virology of HIV
- Pathogenesis of HIV including Human Studies and Animal Models
- HIV Reservoirs, Latency, and pre-clinical Curative Strategies
- Host Immune Responses to HIV Infection and Vaccines, and Immunotherapy
- HIV vaccines (pre-clinical & clinical)
- Other HIV basic and translational research
- Antiviral Therapy: Pre-Clinical Data, Randomized Trials, Efficacy and Effectiveness Studies
- Clinical Pharmacology
- HIV Drug Resistance
- Complications of HIV Infection and Antiretroviral Therapy
- HIV and Hepatitis co-infection
- Tuberculosis and Other Opportunistic Infections in HIV
- Maternal and Fetal HIV
- HIV in Infants, Children and Adolescents
- Clinical studies of HIV Cure and Remission
- Other HIV clinical research
- HIV epidemiology
- Phylogenetics/ Molecular Epidemiology of HIV
- Testing
- HIV Prevention Interventions
- Implementation Research of HIV Treatment, Prevention and Care
- HIV & Contraception, Sexually Transmitted Infections, and Reproductive Health
- Other HIV Epidemiology research
- SARS-CoV-2/COVID-19 pathogenesis, epidemiology, treatment and prevention research in relation and of direct relevance to HIV
- Monkeypox pathogenesis, epidemiology, treatment and prevention research in relation and of direct relevance to HIV

**Resubmission policy**

Recognizing that the audience reach of NCHIV may be greater/different, work which has previously been publicly presented at other regional, national or international meetings may be considered under exceptional circumstances, particularly if meaningful novel data or different analyses are included.

The submitting author will be required to provide details of any previous publication or presentation, along with a justification of why the abstract merits consideration. This information will be considered by the NCHIV Board when selecting abstracts for the NCHIV24 conference program.

**Rule of two**

During NCHIV24 any individual author may only present a maximum of two abstracts. The number of submissions however is not limited. Should an author have more than two abstracts accepted, a co-author should be asked to present.

**Deadline for abstract submission**

Abstracts must be submitted by **Friday 27 September 2024 (18:00 CET/GMT+1)**. Abstracts submitted after this time will not be considered.

**Submission confirmation**

Shortly after completing the online abstract submission process, the submitting author will receive a confirmation email. If you do not receive an email (do check your spam folder) contact us at [abstracts@parthen.nl](mailto:abstracts@parthen.nl).

**Abstract review and scoring**

All submitted abstracts go through a blinded peer-review and scoring process carried out by a multidisciplinary group of Netherlands-based research professionals and experts invited by the NCHIV Board. The following criteria will be considered by the reviewers:

- Is there a clear background and justified objective?
- Is the methodology or design appropriate for the objectives?
- Are the results important and clearly presented?
- Are the conclusions supported by the results?
- Is the study original, and does it contribute to the field?

**Abstract selection**

Based on scores provided by the reviewers the NCHIV Board makes a final selection of abstracts for inclusion in the NCHIV24 conference program. Accepted abstracts can be considered for one of the following:

- **Oral presentation:** lasting 10 minutes (8 min presentation, 2 min Q&A) during one of the three plenary sessions in the main conference room (the Maxima Zaal at the Royal Tropical Institute, KIT).
- **Poster presentation:** Posters will be displayed in several rooms at the Royal Tropical Institute, KIT. During the breaks and lunchtime, as well as throughout the conference, poster presenters may present their posters to conference attendees.

Requirements and specs/dimensions for posters and other details will be provided upon confirmation of selection for a poster presentation.

Note: After the conference posters can be made available online on the NCHIV website in pdf format to registered delegates-only until December 31, 2024. Starting January 2025 this content will also be made generally accessible free of charge. More information will be provided upon confirmation for a poster presentation.

### **Notification presentation or poster acceptance, or rejection**

Notification of acceptance or rejection will be sent to the submitting author in the **week of 21-25 October 2024**. Please note that the author receiving the notification email is responsible for informing all co-authors of the status of the abstract. Authors whose abstracts have been accepted will receive instructions how to prepare for their (poster) presentation.

### **Publication policy**

All accepted oral abstracts and the final program will be published on [nchiv.org](https://nchiv.org). In addition, all NCHIV24 conference attendees will receive a pdf-format conference pack including the program and an overview of all accepted abstracts.

### **Conference registration**

Presenting authors, like all conference attendees, are required to register for the conference. They need to ensure having done so prior to the start of the conference. To register, please go to [nchiv.org](https://nchiv.org).

### **Joep Lange & Jacqueline van Tongeren Junior Investigator's Award**

The NCHIV Board will select the highest scoring abstract submitted by a junior researcher to be awarded the Joep Lange & Jacqueline van Tongeren Junior Investigator's Award. To be considered for the award, authors must be in the process of gaining or have recently gained their PhD. In addition, the abstract must relate to work carried out during their PhD trajectory.

The winning abstract author will receive a prize to a maximum of €1000 to be spent within one year of NCHIV24 to be used to support physical or online attendance of a scientific conference or research-related meeting of choice. Prize money may be spent on conference-related travel, accommodation and/ or registration.

### **Reminder critical dates**

- **Friday 27 September 2024 (18:00 CET/GMT+1):** abstract submission deadline
- **Week of 21-25 October 2024:** notification of abstract acceptance or rejection
- **Before Tuesday 26 November 2024:** conference registration deadline for presenting authors.

### **Help & contact details**

Should you have any questions about or encounter issues throughout the abstract submission process, please contact: [abstracts@parthen.nl](mailto:abstracts@parthen.nl).