14th WEVA Congress Guadalajara, Mexico 2015

First Call for Abstract June 1st 2014

Abstract Submission Guidelines

Abstracts in the different specializations in Veterinary Medicine will be accepted, all focusing on horses and other equids.

Abstracts have to be submitted under the following disease and dysfunction topics:

- musculoskeletal
- gastrointestinal
- critical care
- endocrine
- upper respiratory tract
- lower respiratory tract
- cardiology
- infectious disease
- theriogenology and obstetrics
- ophthalmology
- perinatology
- welfare
- anaesthesia
- surgery
- dermatology
- neurology
- parasitology
- diagnostic imaging
- dentistry
- epidemiology
- exercise physiology

Deadline for abstract submission is **extended till October 31th 2014, 24:00 CET.** In fairness to other Authors the Congress regrets that no exceptions will be made to this deadline.

The abstracts will be presented either as oral communications or as posters. The Submitting Author can indicate his or her preference for oral or poster presentation, but the final decision will be taken by the Congress Scientific Committee. Please also note that the Scientific Committee takes the right to change category if after accepting the abstract a more suitable heading is required.

The Submitting Author will be informed of acceptance or denial until December 20th, 2014. Details relative to accepted oral and poster presentations will be sent via email to the Submitting Author later.

Please note that the publication of the selected abstract(s) and inclusion in the Congress program is subject to the payment of the registration fee of the Presenting Author. The Congress regrets it is unable to provide any financial support, travel or accommodation expenses to the Authors of accepted abstracts.

RULES FOR SENDING ABSTRACTS

- The abstracts will be analyzed by the Scientific Committee of the Congress and the response regarding the acceptance or denial of the abstracts will be sent to the Submitting Author. The Scientific Committee's decision cannot be appealed.
- The abstracts that involve animal experimentation must include, at the end, the name of the Ethical Committee that evaluated the abstracts, or else it will not be accepted.
- The summary of the abstracts must follow the format:
  - Abstracts should be written in English.
  - It is the Submitting Author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact in the abstract text will be reproduced as typed by the Author. The online abstract submission system will allow you to preview and print your abstract as it will be published. The preview function assists you to check the Authors' names and other details as well as special characters and format whether they are shown correctly. The abstract will be published exactly as submitted through the online abstract submission system. The abstract can be submitted maximum to the limit of 2200 characters (including spaces), it should be presented in Word, using the font Times New Roman, size 12, single space.
  - Abstract must include a brief introduction, objectives, methods, results, discussion and conclusions. The case reports must include introduction, description of the case, discussion and conclusions. This subdivision must be bolded within the text.
  - Tables, graphs and figures are not encouraged in the abstract body text. They may lead to data loss, and make reproduction prone to mistakes.
  - Do not include bibliographical references.
  - All abstracts submitted for presentation must represent scientific research that cannot be perceived as marketing a specific company or product.

- All abstracts have to be submitted using the online submission system. Until the submission deadline, abstracts can be modified and deleted.

- All submissions, modifications or cancellations will be acknowledged by email. It is important that a valid and current email address for the Submitting Author be given during the submission process. Once an abstract is received, all subsequent notifications will be sent to the Submitting Author via email. Notifications will not be sent to the other Authors. The Submitting Author holds the responsibility of notifying all Authors on the scheduling of the abstracts.

All abstracts submission must be sent contact@weva2015guadalajara.com, info@weva2015guadalajara.com

- Accepted abstracts will appear in their full form on the Abstract CD-ROM as well as on the Congress and IVIS website. The proceedings will be distributed to all registered delegates at the Congress. Please note that submitting an abstract automatically means a consent that your abstract will be published as detailed above.

POSTERS RULES

- The posters must be 0.90 meters wide and 1.20 meters high.
- Segmented panels/posters will not be permitted.
- Posters should have a clearly presented heading including the title of the presentation, full names of Authors (without degrees) and their affiliation with city and country.
- Posters should contain the same information originally included in the submitted abstract but you can now have longer descriptions and explanations. Figures, tables, charts and pictures are expected so as to facilitate visual communication, and references should be added. The font of the letters used should be large enough to be read from a distance of 1.5 meters.

Poster set up: Thursday, 08 October, 2015 between 07:00-08:00

Poster session: Friday, 09 October, 2015 between 16:00-16:30

Poster removal: Saturday, 10 October, 2015 between 14:00-15:00

'Please note that the Author should be present next to her/his the poster during the Poster session!
Posters must be hung in the Plenary Room (Pátria Hall), in a specific place pre-determined by the Scientific Committee. The information regarding the exact position will be provided on site and will be displayed on a board in the poster area. Please note that pins will be provided on site.

INSTRUCTIONS FOR ORAL PRESENTATIONS

- The format will be 1 minute introduction by the moderator, 10 minutes speaking, 3 minutes questions & answers and 1 minute 'dismount'.

- Please be aware of the tight time schedule and do not exceed the time limit. This is imperative so that all speakers have sufficient time for their talk and so that the moderator can choose to allow the audience the opportunity to ask questions and/or comment.

- Built-in movies are allowed in the presentations.

- Presentations should be saved in Microsoft Windows Office/PowerPoint file format. There are no restrictions concerning the ppt program version.

- Presentations should be copied on a memory stick and handed over to the technician in the slide checking room at least 3 hours prior to the scheduled time of the presentation. ENSURE THAT VIDEOS WORK FROM A MEMORY STICK, AS IT IS NOT POSSIBLE TO USE ONE'S OWN MAC or PC!!

- Presentation (slide & video) checking room (speaker ready room) will be room America or Europe onside of Mexico Hall (main conference room).

- Opening hours of the presentation checking room (speaker ready room) is:
  - 07 October, Wednesday: 17:00–20:00
  - 08 October, Thursday: 07:00–20:00
  - 09 October, Friday: 07:00–19:00

- The presentations will be scanned for viruses and then uploaded into a central server unit. The technician also lets the speakers know from which directory they can open their ppt file. The procedure takes only a few minutes.

- Memory sticks will be returned to their owners once the technician has copied the presentations to the computer network.

- Presentations can be accessed and modified in the slide checking room (speaker ready room) once they have been uploaded on the server unit.

- Presentation PC-s that connect to the server unit are provided in each lecture hall for the speakers. One cannot add one's own memory stick at this time.

- AGAIN, please note that it is NOT possible to upload presentations to the central server unit in the lecture halls, nor is it allowed to hold presentations using one's own MAC or PC.|

- Besides the presentation PC, a laser pointer, a wireless remote control and a microphone will be provided for the speakers in the lecture halls.

- There is constant technical support in the slide checking room (speaker ready room), and a technician will be present in each lecture hall during presentations in case of any problems.