



Abstracts for the IPS 2024 meeting can be submitted between the 1<sup>st</sup> December 2023 and ~~1<sup>st</sup> March 2024 (23:59 GMT)~~ (\*\*EXTENDED DEADLINE\*\*) 7<sup>th</sup> March 2024 (23:59 GMT). Abstracts submitted after the closing date will not be accepted for presentation.

## General criteria for abstract content

Abstracts must describe high-quality original research that will advance the fields of imaging and/or perimetry. Research described in the abstracts must not have been formally submitted for publication to an academic journal or preprint server prior to the abstract submission deadline. Abstracts should outline the purpose of the research, the most pertinent methods used in the investigation, the main results of the investigation, and a brief discussion of the findings and/or their implications.

## Submissions

Please use the abstract submission form that is available on the IPS 2024 website: <https://www.ips-cardiff2024.com/abstracts-registration>. Please ensure that you read the Guidelines for Abstracts in full before completing your abstract submission. Please also ensure that you have completed all fields in the abstract form and that all guidelines have been adhered to, as failure to do so will render your submission incomplete and your abstract will not be considered further for presentation at the IPS 2024 symposium. Completed abstract forms (Microsoft Word, .docx format) should be emailed directly to [ips2024@cardiff.ac.uk](mailto:ips2024@cardiff.ac.uk) with the subject line: 'IPS 2024 Abstract\_<first author surname and first initial>' (e.g. IPS 2024 Abstract\_JonesR).

Abstracts submitted after the submission deadline will not be considered further for presentation.

## Abstract structure

Abstracts must contain the following information:

- Title\*
- Author list\*
- Author affiliations\*
- Abstract body\*
  - Purpose\*
  - Methods\*
  - Results\*
  - Conclusions\*
- Figures, if applicable (maximum of 2, do not include captions within figures)
- Figure captions, if applicable
- References (maximum of 3), if applicable
- Funding (state source(s) of funding, or if no funding, state 'None')\*
- Relevant financial/commercial disclosures\*
- Email address of the presenting author\*

*\*Required*

## Author list

The presenting author should be the first author listed on the abstract. Only include individuals who have made a meaningful contribution to the research, i.e. those involved in generation of the study concept and design, acquisition of data, data analysis, interpretation of data, drafting and critical review of the abstract.

## Abstract body

Although you are not required to make a statement in the abstract regarding adherence to the tenets of the Declaration of Helsinki, it is an expectation that any research involving human participants does adhere to it, and that the authors were granted approval for the work by a *bona fide* research ethics committee, where relevant.

## Figures

A maximum of 2 figures can be submitted along with your abstract. Figures may be images, graphs or tables. Please submit these as separate files rather than embedded in the abstract. Figures should be in one of the following formats: .jpg, .png, .tif, .eps. Do not include captions in the figures.

## Word, reference, and file limits

- The body of the abstract must be no more than 350 words in length.
- If you wish to include references in your abstract, please use the *Investigative Ophthalmology and Visual Science* referencing style. Numerical indices should be used in the body of the abstract and the full reference should be included in the separate 'References' box. You may include a maximum of 3 references.
- You may submit a maximum of two figures, each of which should be no more than 10MB in size.
- Figure captions must be no more than 65 words per caption, including labels.

## Funding

If the research outlined in the abstract was funded, or if you received a travel grant to present your work, please acknowledge the name of the funder.

e.g. 'This research was generously funded by the Northwest Research Council'

## IPS travel grants

If you are selected for an IPS travel grant after the review of abstracts, this will be acknowledged on your behalf in the funding section of your abstract in the conference program. Please also include an acknowledgement of the IPS travel grant in your presentation and in any subsequent publication arising from the work.

## Financial/commercial disclosures

IPS adheres to the [ARVO Commercial Relationships Policy](#). Please indicate any disclosures relevant to your abstract for each author using the Financial Relationship Disclosure Codes, which can be found in this policy. e.g. **JM**: Bigtech Ltd (F), BrightStim GmbH (C); **HJF**: Perimetry data analysis technique (P), Bigtech Ltd (F); **KNR**: (N); **EGV**: (N)

## Permission to publish

We do not anticipate that abstracts from the XXVth International Visual Field and Imaging Symposium will be formally published in Proceedings, however, we do request permission to publish your abstract in electronic/hard copies of the abstract booklet.

## Author approval

Submitting authors must confirm that the final abstract has been approved by all authors listed in the abstract.

## IPS Member on Abstract

At least one author on the abstract must be an IPS Member (or will be a member by the time of registration for the meeting)

## Presentation type

Authors may request to present their work in a paper (oral) or poster presentation. The organisers are planning an ARVO-style dedicated, scheduled, poster session in the IPS 2024 programme. Poster boards will be situated

in the tea/coffee/lunch area for maximum exposure. We hope that this will be a valuable opportunity not only to discuss the posters, but also to network and visit exhibits.

### **Use of human subjects in research**

If human subjects were involved in the investigation, submitting authors must certify, on behalf of all co-authors, that any research reported was conducted in compliance with the “Declaration of Helsinki” found on the [ARVO website](#). They must confirm that: (1) the research followed the tenets of the Declaration of Helsinki; (2) informed consent was obtained from the subjects after an explanation of the nature and possible consequences of the study; and (3) where applicable, the research was approved by the institutional human experimentation committee or institutional review board (IRB).

### **Use of animals in research**

If animals were involved in the research, submitting authors must certify, on behalf of all co-authors, that any research reported was conducted in compliance with the “[Statement for the Use of Animals in Ophthalmic and Vision Research](#)” found on the ARVO website.

### **Privacy Policy**

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