

ABSTRACT SUBMISSION GUIDE

Please make sure to read the “IFSO rules for abstract submission” and the “Guidelines and instructions” at the website www.ifso2023.org before starting the Abstract Submission process.

At the end of the page dedicated to the Abstract Guidelines, you can find the “[Click here to send your Abstract](#)” button.

1. Click on the button to start the process.



The screenshot shows the IFSO website navigation bar with the following links: HOME, IFSO, COMMITTEES, ABSTRACT SUBMISSION (highlighted), PROGRAM, REGISTRATIONS, SPONSORS, INFO, CONTACTS, and a search icon. Below the navigation bar, there are three bullet points:

- Choose your file and click on the button “upload”
- Press the button [SAVE](#). You will see a summary of the information that you have digitized
- Click on [SUBMIT ABSTRACT](#)

→ FOR VIDEOS SUBMISSION ONLY

When you reach the last page of the process ([ABSTRACTS SUBMISSION COMPLETED](#)), you will find a link to [upload your video](#). Click on it before ending the submission process. Video must not exceed 90 MB and the file should be named with the title of the video.

»» NOTIFICATION AND PASSWORD

At the end of the process, the submitter will receive by email [the confirmation of submission](#), together with a [username](#) and a [password](#). Authors can login anytime into the abstract submission system and [make all changes to the abstract](#), till the deadline.

The Submitter will be notified of their abstract acceptance by [April 30, 2023](#).

The abstracts, after the review process, cannot be changed anymore and will be printed by Springer in the *Obesity Surgery Journal* as they have been received.

»» REGISTRATION OF PRESENTING AUTHORS

All abstract presenters are required to register to attend the Congress by the Early Bird deadline, no later than [May 30, 2023](#). If they have not registered by this date, their abstract will be automatically withdrawn from the program and from the abstracts book without any further notice.

For any enquiry on abstracts submission: abstracts@ifso2023.org



2. To access the Abstract Submission Form, click on the “Submit Abstract” button.

Abstract Collection

Participants are requested to submit their abstracts to be included as oral, poster or video presentation within the scientific program.

Make sure that the abstract has been filled in following the [Abstract Guidelines](#) and the WORD file does not exceed 4 MB.

The deadline for submission of communications will be 15th March, 2023

The acceptance of scientific contribution will be notified within 15th May, 2023

Submit Abstract

To submit a new Abstract, please click on the button "Submit Abstract" and follow the procedure.

After the submission is completed, you will receive a confirmation email with your username and PIN.

Submit Abstract

Check Abstract Status

To submit or check the status of a Abstract, please fill the below form with your Surname and the PINCODE you received during the abstract submission process. Once you will be logged in, you will be able to submit your Abstract for your approved abstract only.

Last name *

PIN *

Check abstract's status

3. You will now find the [Abstract Submission Form](#). Make sure to accept both the Abstract Privacy Policy and the Disclosure to proceed with the Abstract Submission.

Send your Abstract

Welcome to the Abstract Submission Form!!

Through this page you can enter all the data in your abstract.
Please click on the '+' keys of each single section to enter all the requested information.

WARNING: All data can be considered sent only after clicking on "NEXT" at the bottom of the page.

- Privacy

Privacy ABS

Abstracts Privacy Policy

Information

With the present disclosure is intended to describe how we treat personal data of the users intended to allow the recording and/or on-line registration of the same conferences and/or institutional organized and managed by MCM SRL. This information is provided pursuant to art. 13 of D.lgs. n. 196/2003 - Code regarding the protection of personal data The holder of the data processed and used to register on-line MCM SRL, located in Rione Sirignano 5, 80121 Napoli. The treatments related to the web services of this website take place at the offices of MCM SRL and is overseen by the staff of the company in charge of processing, as well as in charge of occasional maintenance operations.

Rights of interested parties

The subjects whose personal data refer have the right at any time to obtain confirmation of the existence or otherwise of such data and to know its content and origin, verify its accuracy or request its integration or updating, or correction (art. 7 of Legislative Decree no. n. 196/2003). Pursuant to this Article shall have the right to request cancellation, transformation into anonymous form or block of data only if treated in violation of law, and to oppose in any case, for legitimate reasons, to their treatment. Requests should be directed to MCM SRL, at the headquarters, as the data controller.

I accept I don't accept

Disclosure

Hereby I declare that I have read and accepted the IFSO Rules published at the website.

I accept I don't accept

4. Insert all your personal details in the “**Submitter**” section. Make sure to fill in all the mandatory fields and be aware that only the Submitter can still edit the Abstract after the Submission, until the Submission deadline.

I accept I don't accept

Disclosure

Hereby I declare that I have read and accepted the IFSO Rules published at the website.

I accept I don't accept

+ **Submitter**

If the Submitter corresponds to one of the Author, please do not forget to repeat the data of this Author in the list below.

Name *	Family Name *
Paolo	Rossi
City *	Country *
Napoli	ITALY
Affiliation	
Institution/Hospital/University *	Department (include "Dept." before the name of the Department)
MCM SRL	
City *	Country *
Napoli	ITALY
Contact details	
Mobile (include "+" and country code) *	Age of the Presenting Author *
	40
Email *	
mcm@mcmcongressi.it	

5. In the “**Authors as they appear in the abstract**” section, you can insert all the details of the author(s). If the Submitter corresponds to one of the authors, do not forget to click on the red button to repeat his/her details in the list of the authors of the Abstract.

Do not forget to select the author who will be presenting the abstract by clicking on the corresponding “**Presenting Author**” check box.

- Authors as they appear in the abstract

Do not forget to tick on the appropriate box to indicate the name of the presenting author.

Author 1

[Click here to use the same of Abstract Submitter](#)

Presenting Author

Name *

Maria

Family Name *

Bianchi

City *

Napoli

Country *

ITALY

Email *

mariabianchi@live.com

Affiliation

Institution/Hospital/University *

MCM SRL

Dept. (Include the full name of the Department)

City *

Napoli

Country *

ITALY

Author 2



Presenting Author

Name *

Family Name *

City *

Country *

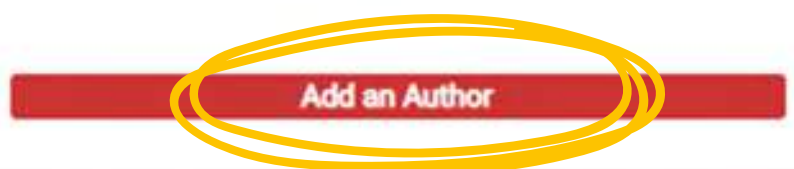
6. By clicking on the button “Add an author” you can add the details of all the co- author(s).
The details of the author(s) will be merged on your abstract automatically, following the order that you chose.

City *	Napoli	Country *	ITALY
Email *	mariabianchi@live.com		
Affiliation			
Institution/Hospital/University *	MCM SRL	Dept. (Include the full name of the Department)	
City *	Napoli	Country *	ITALY

Author 2 ✕

Presenting Author

Name *		Family Name *	
City *		Country *	
Email *			
Affiliation			
Select from the list or enter new details in the fields below			
Institution/Hospital/University *		Dept. (Include the full name of the Department)	
City *		Country *	



7. In the section “**Format, Topic and Title of the Abstract**” you can choose:
- the Presentation Type, which can be oral, e- poster or video;
 - the Topic;
 - the Title, which can be up to 20 words in lower case.

Email *	
<input type="text" value="mariabianchi@live.com"/>	
Affiliation	
Institution/Hospital/University *	Dept. (Include the full name of the Department)
<input type="text" value="MCM SRL"/>	<input type="text"/>
City *	Country *
<input type="text" value="Napoli"/>	<input type="text" value="ITALY"/>

Add an Author

+ Format, Topic and Title of the Abstract

Presentation Type *
<input type="text" value="Oral"/>
Topic *
<input type="text" value="01.02 Bariatric and metabolic procedures - Sleeve Gastrectomy"/>
Title *
<input type="text" value="Abstract Title"/>

- Attached file

Abstracts must be written in English and submitted as Word file ONLY (max 4 MB).

To guarantee the blind review, please upload the text of your abstract without title, Authors and Affiliations.

These will be merged on your abstract automatically using the data that you typed above.

8. On the section “**Attached file**” you can finally upload your Abstract Word File. Remember that the File should be without Names, Affiliations and Title.

Click on the “Next” button to visualize the summary of all Abstract details, text excluded.



- Attached file

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To guarantee the blind review, please upload the text of your abstract without title, Authors and Affiliations.

These will be merged on your abstract automatically using the data that you typed above.

Limits you must respect for the submission

- Max number of words: 350

Status of composition limits

- Number of words typed : 3
- Number of words left : 347

Please, select the file to upload. (*.rtf, *.doc, *.docx)

Attachment

Your File has been uploaded



Undo

Next

9. After you have checked the Abstract Summary, you can complete the process by clicking on the button “[Submit Abstract](#)”.

Abstract Preview

Summary

Title	XXVI IFSO World Congress Naples 2023
Period	August 30 - September 01, 2023
Location	Venue: Mostra d'Oltremare
Web	https://www.ifso2023.org/

Abstract data

Number of Authors	1
Presentation Type	Oral
Topic	01.02 Bariatric and metabolic procedures - Sleeve Gastrectomy
Title	Abstract Title Example

Submitter

Name	Paolo
Last name	Rossi
City	Napoli
Country	ITALY
Affiliation	MCM SRL, Napoli, Italy
Telephone (+XXXXXX)	+39 000000000
Fax	40
Email	mcm@mcmcongressi.it

Authors

Author 1 (Presenting author)

Name	Maria
Last name	Bianchi
City	Napoli
Country	ITALY
Email	mariabianchi@live.com
Affiliation	MCM SRL, Napoli, Italy

[Back](#)

[Submit Abstract>>](#)

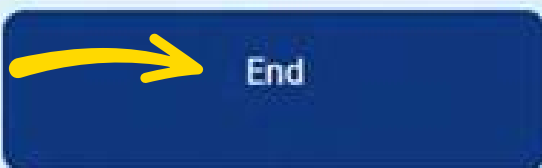
10. If you previously chose to submit a “Video” as type of presentation, do not forget to upload the Video in this section. Remember that the Video should be anonymous to guarantee the blind review and must be uploaded at this step otherwise the Abstract will not be accepted.

Click on the “End” button to save and complete the process, or on the “Send another abstract” button to continue the process.

Abstract Submission Completed

If you have selected
“VIDEO PRESENTATION”
please click below to upload your video
(max 50MB) and remember to rename the file with the Title of
the Abstract.

[CLICK HERE TO UPLOAD YOUR VIDEO HERE](#)



11. You will now receive an [email of confirmation](#), with an Username and a PIN which are required to edit and check the status of the abstract(s) that you have submitted, until the deadline.

IFSO NAPOLI 2023

ABSTRACT SUBMISSION

XXVI IFSO World Congress Naples 2023

To be held on August 30 - September 01, 2023 at Naples, Italy, Venue: Mostra d'Oltremare

Congratulations! Submission of the abstract entitled

"Abstract Title Example"

has been successfully completed and your data have been recorded properly.

Please, take note of your login details:

Username: Rossi

PIN: 91325236

With username and PIN you will be allowed to:

-Check your abstract status

-Update, change or edit your Abstract details (remember to change the list of Authors and their Affiliations here in the system as they will be merged on your abstract and on the Congress Program as they have been typed here)

-View/Download: we kindly suggest you to enter your personal page and download your abstract to check its final appearance **before March, 30**. After this date no changes will be allowed.

-Register the Presenting Author (no need to retype personal details)

We remain at your disposal for any further information and we send you our best regards,

The Organising Secretariat

12. Insert in the “**Check Abstract Status**” box the Username and PIN that you have previously received via email to edit or to check your Abstract(s) status.

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Last name *

PIN *

Check abstract's status

13. By clicking on “Edit” you can either modify the details of the Author(s) or upload a new Word File.

Abstract Status

List abstracts sent:

Topic: 01.01 Bariatric and metabolic procedures - Has a adjustable gastric banding become obsolete?

Presentation Type	ID	Title	Date and time	Status
Oral	18	Abstract Title	04/01/2023 16:23:52	Sent, waiting for the evaluation

Revision's status: Waiting evaluation

[VIEW](#)
[DOWNLOAD ABSTRACT](#) [Edit](#)

Back

14. By clicking on “View” you can visualize and print a preview of the Abstract.

XXVI IFSO World Congress Naples 2023

August 30 - September 01, 2023, Mostra d'Oltremare SPA, Naples, Italy
Abstract Submission Deadline: 15th March, 2023

Oral

01.01 Bariatric and metabolic procedures - Has a adjustable gastric banding become obsolete?

Abstract Title

Sed ut perspiciatis unde omnis iste natus error sit voluptatem accusantium doloremque laudantium, totam rem aperiam eaque ipsa, quae ab illo inventore veritatis et quasi architecto beatae vitae dicta sunt, explicabo. Nemo enim ipsam voluptatem, quia voluptas sit, aspernatur aut odit aut fugit, sed quia consequuntur magni dolores eos, qui ratione voluptatem sequi nesciunt, neque porro quisquam est, qui dolorem ipsum, quia dolor sit, amet, consectetur, adipisci velit, sed quia non numquam eius modi tempora incidunt, ut labore et dolore magnam aliquam quaerat voluptatem. Ut enim ad minima veniam, quis nostrum exercitationem ullam corporis suscipit laboriosam, nisi ut aliquid ex ea commodi consequatur? Quis autem vel eum iure reprehenderit, qui in ea voluptate velit esse, quam nihil molestiae consequatur, vel illum, qui dolorem eum fugiat, quo voluptas nulla pariatur? [33] At vero eos et accusamus et iusto odio dignissimos ducimus, qui blanditiis praesentium voluptatum deleniti atque corrupti, quos dolores et quas molestias excepturi sint, obcaecati cupiditate non provident, similique sunt in culpa, qui officia deserunt mollitia animi, id est laborum et dolorum fuga. Et harum quidem rerum facilis est et expedita distinctio. Nam libero tempore, cum soluta nobis est eligendi optio, cumque nihil impedit, quo minus id, quod maxime placeat, facere possimus, omnis voluptas assumenda est, omnis dolor repellendus. Temporibus autem quibusdam et aut officiis debitis aut rerum necessitatibus saepe eveniet, ut et voluptates repudiandae sint et molestiae non recusandae. Itaque earum rerum hic tenetur a sapiente delectus, ut aut reiciendis voluptatibus maiores alias consequatur aut perferendis doloribus asperiores repellat.

Close

Print

15. By clicking on “[Download Abstract](#)” you can visualize the Abstract as a PDF file, which corresponds to the version that will be published online in the Annual Meeting Supplement of Obesity Surgery*.

We strongly suggest you to download the Abstract to check the correctness of all typed information. The congress secretariat is not responsible for any mistyped information. After the acceptance, no changes can be done anymore.

*After the acceptance of your Abstract by the Scientific Committee.

Abstract Title

Paolo Rossi ⁽¹⁾ - [Maria Bianchi](#) ⁽²⁾

Mcm Srl, Naples, Italy ⁽¹⁾ - *Mcm Srl, Napoli, Italy* ⁽²⁾

Sed ut perspiciatis unde omnis iste natus error sit voluptatem accusantium doloremque laudantium, totam rem aperiam eaque ipsa, quae ab illo inventore veritatis et quasi architecto beatae vitae dicta sunt, explicabo. Nemo enim ipsam voluptatem, quia voluptas sit, aspernatur aut odit aut fugit, sed quia consequuntur magni dolores eos, qui ratione voluptatem sequi nesciunt, neque porro quisquam est, qui dolorem ipsum, quia dolor sit, amet, consectetur, adipisci velit, sed quia non numquam eius modi tempora incidunt, ut labore et dolore magnam aliquam quaerat voluptatem. Ut enim ad minima veniam, quis nostrum exercitationem ullam corporis suscipit laboriosam, nisi ut aliquid ex ea commodi consequatur? Quis autem vel eum iure reprehenderit, qui in ea voluptate velit esse, quam nihil molestiae consequatur, vel illum, qui dolorem eum fugiat, quo voluptas nulla pariatur? [33] At vero eos et accusamus et iusto odio dignissimos ducimus, qui blanditiis praesentium voluptatum deleniti atque corrupti, quos dolores et quas molestias excepturi sint, obcaecati cupiditate non provident, similique sunt in culpa, qui officia deserunt mollitia animi, id est laborum et dolorum fuga. Et harum quidem rerum facilis est et expedita distinctio. Nam libero tempore, cum soluta nobis est eligendi optio, cumque nihil impedit, quo minus id, quod maxime placeat, facere possimus, omnis voluptas assumenda est, omnis dolor repellendus. Temporibus autem quibusdam et aut officiis debitis aut rerum necessitatibus saepe eveniet, ut et voluptates repudiandae sint et molestiae non recusandae. Itaque earum rerum hic tenetur a sapiente delectus, ut aut reiciendis voluptatibus maiores alias consequatur aut perferendis doloribus asperiores repellat.

PRESENTING AUTHOR REGISTRATION

Once the Abstract will be accepted, the Presenting Author must register by **May 31, 2023**. Otherwise the Abstract will not be included in the Scientific Program and in the publication.

To facilitate the registration, the Presenting Author must enter on the Abstract Collection Page with the Username and PIN received by the Submitter. The personal details of the Presenting Author will be already recorded and the Author can go on with the payment of the registration.

