

WFSBP Submission Guidelines

Submission Deadline: February 9, 2023

Symposium Description

- A symposia session is a 90-minute session, including Q & A.
- Group presentation organized around a specific theme.
- Up to 4 presenters, plus chair/co-chair.
- Submit a title, objectives, methods, results, and a conclusion (3000 characters maximum).
- Submitter (Chair/Lead Presenter of session) adds session details and additional presenter information (name and email). Once presenters are added they receive a system-generated email to login and complete their portion of the proposal.
- Individual presentation abstracts must be submitted for peer review.
- The Chair is responsible for ensuring all presentations are added and disclosures are completed for finalizing overall submission. The Chair will not be able to finalize and submit the overall submission until all participants have completed and submitted their portions.
- Preference will be given to sessions that include participants that include psychiatry related professionals who are diverse in gender, individuals from underrepresented backgrounds or underrepresented groups in science, technology, etc., and/or individuals who are at an early career stage. Participants must be from different countries, so the meeting attendees get the benefit of cross-country perspectives.

Workshop Description

- A workshop session is a 90-minute session, including Q & A.
- Interactive, experiential training, skills acquisition, and discussion of treatments through case presentations.
- Up to 4 presenters, plus chair/co-chair.
- Submit a title, objectives, methods, results, and a conclusion (3000 characters maximum).
- Submitter (Chair of session) adds session details and additional presenter information (name and email). Once presenters are added they receive a system-generated email to login and complete their portion of the proposal.
- The Chair is responsible for ensuring all presentations are added and disclosures are completed for finalizing overall submission. The Chair will not be able to finalize and submit the overall submission until all participants have completed and submitted their portions.
- Individual presentation abstracts must be submitted for peer review.
- Preference will be given to sessions that include participants that include psychiatry related professionals who are diverse in gender, individuals from underrepresented backgrounds or underrepresented groups in science, technology, etc., and/or individuals who are at an early career stage. Participants must be from different countries, so the meeting attendees get the benefit of cross-country perspectives.

Poster/Free Communication Description

Poster

- A poster session showcases your research and allows viewers to study your information and discuss it with you one-on-one.
- There will be three poster sessions held 1:15PM-2:45PM on Wednesday, Thursday, and Friday.

- Successful poster presentations rely heavily on graphical presentation of key findings and large font sizes so that they can be read from a distance. Less content and greater readability is often preferable. Having handouts available of the poster's contents is encouraged. Handouts may be used to convey details not addressed in the poster.
- Submit a title, objectives, methods, results, and a conclusion (3000 characters maximum).
- Presenters **must** attend their poster session.

Free Communication Description

- A Free Communication session is a 90-minute session, including Q & A with 15-minute presentations.
- Presenters chosen from Poster submissions.
- Up to 5 presenters, plus chair.
- Each presenter must have a title, objectives, methods, results, and a conclusion (3000 characters maximum).

Guidelines for Submission and Presentation

- Abstracts should be 3000 character maximum and use a structured format which includes sections for Objectives, Methods, Results, Conclusions.
- Abstracts should include relevant background, well-described methods, study results including number of subjects and relevant statistics, and a clear statement about the novel, unpublished findings that will be presented.
- Co-authors must be entered at the time of submission. They cannot be added after the abstract is submitted.
- You must enter complete disclosure information with your submission.
- Preference will be given to sessions that include participants that include psychiatry related professionals who are diverse in gender, individuals from underrepresented backgrounds or underrepresented groups in science, technology, etc., and/or individuals who are at an early career stage. Participants must be from different countries, so the meeting attendees get the benefit of cross-country perspectives.
- If accepted, abstracts will be reproduced for the meeting exactly as entered. Please check that the first and last names of authors are not transposed, and middle initials are correct, affiliation information is accurate and reads correctly. Review your abstract and check for typographical and spelling errors, and scientific sense.
- After acceptance, changes in presenting author are not allowed except with express permission of the Scientific Program Committee Chair (Email info@wfsbp.org).
- Your name, address, e-mail, telephone, and fax information are used for various communications throughout the meeting planning process. Please check that the information that you enter is accurate, thus ensuring that our communications will reach you in a timely manner.
- Submissions can be saved and submitted at any time before the **appropriate deadline**. In order for your submission to be considered complete, you must click on the "Submit" button. Note: once a submission has been submitted you may make additional changes up until the deadline.
- All session and poster presenters **must register** at the appropriate registration fee to attend the conference. Session chairs/organizers are responsible for making sure that all presenters agree to this requirement.
- The 2023 World Congress is scheduled for August 2-5, 2023. By submitting, you agree to present on any of those days.
- All transactions of the Annual Meeting will be published in a supplement to the Society's journal, *The World Journal of Biological Psychiatry*.

Criteria for Acceptance

Factors considered for presentations include quality and topics that are of interest to a wide audience. Multiple submissions are allowed; however, presenters and collaborative groups should combine multiple submissions when possible. Multiple submissions that pertain to highly related aspects of the same study are discouraged and may lead to rejection.

Registration Policy

- Your acceptance to present your abstract obligates you to register for the WFSBP World Congress and present your abstract in the assigned session.
- If accepted, all session presenters, including members and non-members of the Society, must register and pay the registration fee for the meeting.
- If the presenting author cannot attend, presentation by a co-author or colleague familiar with the research is requested. Notify info@wfsbp.org with the name of the new presenter. If no one can present, e-mail info@wfsbp.org before May 1, to withdraw your abstract from the program.

Add These Emails to Your Address Book

All communications regarding your abstract including notifications and registration will be done through the email address provided in the contact information section of this abstract. To ensure you receive all emails, please add the following addresses to your safe recipients list or address book:

info@wfsbp.org

eolinger@parthenonmgmt.com