



Case submission guideline

Template

- ☐ Download the word template on the [case submission platform](#) or [website](#)

Topic

- ☐ Choose your topic so that it will be reviewed in the appropriate category

Title

- ☐ Title should be on a single line (no paragraphs)
- ☐ Length is 50-250 characters (including spaces)
- ☐ Do not use any abbreviation in the title

Authors

- ☐ Mandatory fields: Complete first name (not only your initials), last name, email and country
- ☐ Indicate corresponding and presenting authors (if different from submitter)
- ☐ When copy/pasting names, make sure there is no space after the name

Affiliations

- ☐ Department (optional), institution/company, city, country
- ☐ Do not use all capital letters and do not capitalise the first letter of each word
- ☐ When entering new author's affiliation, if the affiliation is the same make sure it is written the same way

Case abstract body

- ☐ No figure or table is accepted for the case submission
- ☐ In total, the ideal number of block characters (including spaces) should be between 500-2500

Modifications

- ☐ You can withdraw your case abstract until the notification date **31 January 2020 (23:59 CET)**
- ☐ Modifications on draft cases can be done on the platform until **19 November 2019 (23:59 CET)**, by logging in [here](#)