



## ABSTRACT TOPICS:

- HEADACHE CLASSIFICATION
- MIGRAINE ACUTE THERAPY
- MIGRAINE PREVENTIVE THERAPY
- TENSION-TYPE HEADACHE
- CLUSTER HEADACHE AND OTHER TRIGEMINAL AUTONOMIC CEPHALALGIAS
- OTHER PRIMARY HEADACHE DISORDERS
- COMORBIDITY OF PRIMARY HEADACHES
- HEADACHE PATHOPHYSIOLOGY - BASIC SCIENCE
- HEADACHE PATHOPHYSIOLOGY - IMAGING AND NEUROPHYSIOLOGY
- POST-TRAUMATIC HEADACHE
- OTHER SECONDARY HEADACHE DISORDERS
- HEADACHE EPIDEMIOLOGY, OUTCOMES AND BURDEN
- HEADACHE AND GENDER
- HEADACHE DISORDERS IN CHILDREN AND ADOLESCENTS
- GENETICS AND BIOMARKERS OF HEADACHE DISORDERS
- PSYCHOLOGICAL AND BEHAVIOURAL FACTORS AND MANAGEMENT
- HEADACHE EDUCATION FOR CLINICIANS AND PATIENTS
- HEADACHE IN HISTORY AND THE ARTS
- NEUROMODULATION FOR HEADACHE
- BIG DATA
- OTHER

## ANNUAL MEETING GUIDELINES

Please read this information carefully before proceeding to the online submission form.

## IMPORTANT DATES

- Submissions accepted from: **12 October 2018**
- Submission deadline: **10 April 2019 at 23:59 (GMT/UK time)**
- Abstracts Review: **April 2019**
- Late breaking abstract submission opens – 1 July 2019
- Late breaking abstract submission closes – 31 July 2019

***Abstracts received after the deadline will not be accepted!***

## TECHNICAL REQUIREMENTS

The internet abstract submission system works best with Internet Explorer 8.0 or higher, Mozilla Firefox 5.0 or higher and Chrome 16 or higher. Cookies and JavaScript need to be enabled.



## GENERAL

1. Abstracts can only be submitted online via the online abstract submission form that can be found in the section "ABSTRACTS" on the official 19<sup>th</sup> Congress of the International Headache Society (IHC 2019) website: [www.IHC2019.com](http://www.IHC2019.com)
2. Abstracts must be submitted in English.
3. Abstracts sent by post or email will not be accepted. No exceptions will be made.

## DEFINITIONS

- Submitting author: person who submits the abstract
- Presenting author: person who will physically present the abstract at the congress and who is marked as the presenter in the programme.

## RULES

Failure to observe these guidelines may result in disqualification.

1. An abstract can be submitted to the IHC 2019 if it has been presented or published previously however this must be stated during submission.
2. The correct topic must be selected to ensure correct scoring. The content of the abstract must be topic related. The Scientific Committee reserve the right to re-categorize an abstract.
3. Abstracts must contain data and meet international ethical standards.
4. Abbreviations should be defined.
5. Trade names cannot be mentioned in the title. However, trade names in brackets will be accepted in the body of the text.
6. An abstract cannot be accepted if the conflict of interest disclosure has not been completed on the submission form. If the presenter or one of the co-authors has a conflict of interest, this must be clearly stated.
7. The abstract cannot contain more than 2,500 characters (approx.700 words) - **blank spaces, punctuation as well as author names, author affiliations and titles are included in the character count.** The title must contain a minimum of 20 characters and maximum of 300 characters.
8. The abstract must be structured into the following sections: Objective Methods Results Conclusion
9. One table can be included, with the following restrictions:  
Max number of columns: 10  
Max number of rows: 10
10. Please note that tables may significantly reduce the number of available characters.
11. If you have successfully submitted your abstract, you will receive a confirmation number. If no confirmation number is received, the abstract cannot be considered as successfully submitted and accepted.



12. Abstracts fulfilling all criteria can be saved in “FINAL SUBMISSION” status. Only abstracts in “FINAL SUBMISSION” status will be considered as successfully submitted and accepted.

13. If you leave the system without saving the abstract all data is lost. The submitted/draft abstracts cannot be edited after the submission deadline (**Wednesday 10 April 2019, 23:59 GMT/UK time**).

14. Please ensure that your abstract does not contain spelling, grammatical or scientific errors. No corrections are possible after the submission deadline. The abstract will be reproduced exactly as submitted. No proof reading will be completed.

15. If you need to withdraw your abstract, a written statement reflecting the reasons for this decision must be sent to: [IHC2019Abs@mci-group.com](mailto:IHC2019Abs@mci-group.com), no later than **Friday 31 May 2019**.

#### **AFTER THE SUBMISSION**

1. The reviewers will judge the abstracts according to the relevance to IHC 2019. They will assess the standard of English, objectivity of statements, description of the work, suitability of methods to aims, conclusions confirmed by objective results, ethics, scientific value, potential clinical value, originality of work and overall impression.

2. The submitting author will be notified during the week commencing **20 May 2019** whether the abstract has been accepted. Notifications will be sent via email to the email address provided during submission. It is the authors’ responsibility to ensure that emails from IHC 2019 can reach them. Within the notification authors will be informed of the date, time and form of the presentation.

#### **PUBLICATION POLICY**

All abstracts accepted for presentation (oral or poster) will be published in digital format within the official abstract book of the meeting. The abstracts for the 19<sup>th</sup> Congress of the International Headache Society will also be published in Cephalalgia. All abstracts accepted for presentation at IHC2019 will be included within the event app.

#### **PRESENTATION OF ABSTRACTS**

1. Abstracts can be accepted either as poster or oral presentations.

2. If your abstract is accepted as a poster, you will be requested to be available for discussion during the corresponding moderated poster viewing session.

3. Please design your poster to size A0 – 841mm (w) x 1189mm (h) – portrait style.

4. Please use letters large enough to be read from a distance of 1.5 metres (4.9 feet).

5. Oral presentations will be given further information on length of lecture and presentation details closer to the meeting.

6. A speaker preview room will be available and each oral presenter is required to hand in their presentation before the session. No personal computers will be allowed. Files must be prepared in PowerPoint and please bring on a USB stick.



7. Full presentation guidelines will be included in the acceptance letter and posted on the conference website.

**PROBLEMS SUBMITTING?**

If you experience any kind of problem or if you have questions, please do not hesitate to contact the abstract management team on the contact details below:

Phone: +44 (0) 1730 715 274

Email: [IHC2019Abs@mci-group.com](mailto:IHC2019Abs@mci-group.com)

**Contact us**

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