



ABSTRACT SUBMISSION GUIDELINES

Please ensure that the submission is completed by 31 January 2024. Late submissions will not be accepted. Submissions still in draft status after the deadline will not be considered.

Submission process

- Submissions can address any topic related to addictive behaviours. This includes issues related to the consumption of psychoactive substances as well as behavioural-related conditions.
- When submitting an abstract, you must choose a track (see the list below). If none applies, please select the open track. All submissions will be treated and reviewed equally, regardless of the chosen submission track.
- All abstracts must be submitted in English, the language of the conference, through the official conference [Submission Platform](#)
- Submissions should indicate preferences regarding four presentation formats (see table below).
- Multiple abstract submissions may be made, but in general, participants will only be accepted to present one 'oral presentation' or 'short communication' to ensure diverse and maximum participation in the event.
- Any possible conflict of interest must be declared.

General information

In order to submit an abstract on the Submission Platform, you will need to set up an account first which you will be able to create through the abstract submission form itself.

When logging into your account, you will find two main sections:

- **Account data:** the area where you can update/change your personal information.
- **Submissions:** the area where, by clicking on 'info', you can navigate through your submission(s), delete old ones or submit new abstracts, plus check the status and/or history.

Draft status: If you save your submission as a draft, you will then need to review it and submit it before the deadline through your personal account. Abstracts that are in draft status after the deadline will not be processed and therefore will not be considered for the conference programme.

Changes and corrections: Once submitted, it is not possible to introduce any changes to the abstract. To correct your abstract, you must withdraw it and submit a new version prior to the deadline. Note that replacing your abstract is not possible after the deadline.

Author's list: Please note that the first author of the abstracts will be considered the presenter by default. If you wish to assign a different author as a presenter or rearrange the authors' order, you can do it through the submission section of your personal account.

Review process

- The [Scientific Committee](#) will review and grade all submitted abstracts based on i) appropriateness of objectives and methods, ii) clarity of rationale, results and conclusions, and iii) significance of contribution.
- Each abstract will be rated twice and will be subject to a final review by co-producers of thematic tracks and/or the [Programme Committee](#).
- Original research with results from newly published or soon-to-be-published investigations will be prioritised.
- Submissions will be selected, reassigned or declined based on this grading.
- The Programme Committee may reassign some abstracts to an alternative format to ensure a diverse and high-quality programme.
- The Programme Committee may also choose to reallocate a submission to an alternative track other than the one proposed in the submission form. (The choice of track during the submission process will not influence the grading in the review process).

Conference tracks

All abstracts must be associated with one of the following conference tracks.

- Empowering the workforce (Co-produced with the WAVE project)
- Prevention of risky and harmful behaviours (Co-produced with EUSPR)
- Alcohol: risks, clinical considerations, treatments and outcomes (Co-produced with EUFAS)
- Addiction and mental health (Co-produced with SSA)
- Hepatitis C, other infectious diseases and drug-related harms (Co-produced with INHSU)
- Behavioural addictions (Co-produced with ISSBA)
- Drug policy: latest developments and new challenges (Co-produced with ISSDP)
- Open track (Co-produced with the EMCDDA).

Types of presentation formats for which submissions can be considered

All abstracts must be submitted under one of the following formats.

Type	Time Allocation	Explanation
Oral presentations	15-minute presentation 5-minute Q&A	Intended for: Original research findings, experimental and observational studies, completed research projects, theoretical analyses, and review papers. Presentations should be well structured and rigorous and demonstrate a novel contribution to knowledge.
Short communications	8-minute presentation 2-minute Q&A	Intended for: Early-stage studies, preliminary research findings, formative work, rapid communications, small-scale studies; or minor updates from established areas of work.

Type	Time Allocation	Explanation
e-Poster presentations*	<p>Provided during the conference through screens located throughout the conference venue.</p> <p>With author approval, these will be made openly available online.</p>	<p>Intended for: Visual displays summarising recent research or research in progress (e.g. case studies, clinical experience or best practice).</p> <p>Some posters will be selected for Guided Poster Tours. Details on these tours and other poster-related activities will be sent to accepted authors.</p>
Workshops	90-minute session	<p>Intended for: Interactive, participatory, and practice-oriented sessions, focusing on capacity-building on a specific topic, offering hands-on experiences and practical skill acquisition.</p>

Notification of acceptance

- The presenter (the person nominated on the submission form) will be considered the contact point for all correspondence.
- The presenter will be notified by e-mail of their abstract's acceptance status.
- After receiving a positive response, all presenters must register for the conference within two weeks to receive the lower 'early-bird registration fee'.
- Abstracts of successful submissions will only be included in the conference programme after the registration process is complete.
- Guidelines and recommendations for presenters on each abstract type will be sent shortly after notifications to registered submitting authors.

Participation in Lisbon Addictions

- Once your abstract is accepted, participation to the Conference is guaranteed by registering on the Registration Platform (soon online) where the payment and all other organisational-related processes will take place.
- The Programme Committee will also invite keynote speakers, special sessions, and panellists – outside of the competitive submission process.
- In addition to the accepted presentation, some speakers can be invited to actively contribute to other sessions as chairs, discussants, or moderators.

Embracing non-stigmatising language, diversity, and inclusivity

- We want Lisbon Addictions to provide an inclusive, respectful and diverse environment for the exchange of knowledge and ideas in the field of addiction and addictive behaviours research and practice.
- As language plays a crucial role in shaping attitudes and perceptions, sometimes contributing to stigma and discrimination, we encourage all authors to use non-stigmatising language, both in their presentations and social interactions at the conference.

- Submissions that explore intersections between addiction and factors such as gender, race, ethnicity, socioeconomic status, sexual orientation, and mental health are encouraged, as are those that examine the impact of addiction on under-served and under-represented populations and propose strategies to address health disparities. We particularly welcome submissions on these topics and from studies where impacted communities and people with lived experience have been active co-producers in the research process.
- We also recognise that English is not the first language of many participants in our conference. We ask native speakers to be sensitive to this fact, both when making presentations, and in all other social interactions.

For additional support, please contact lisbonaddictions@onsitevents.com

ORGANISERS



European Monitoring Centre
for Drugs and Drug Addiction

