IAGG-ER 8th Congress

Dublin, 23 - 26 April 2015

Abstract Submission Instructions

Information you will need to complete the online submission forms is included in these instructions. You are reminded to have this document to hand while making your online submission.

General Information:

Deadline for receipt of symposium submissions (including symposium overview and individual symposium abstracts) is 15 September 2014.

Deadline for receipt of individual paper and poster abstract submissions is 22 October 2014.

You may return to the submission system to complete or edit your work at any time before the deadline date.

Please use **Arial font** in size **10** pitch for all text copied from word processed documents. Text should be single spaced.

Titles are limited to a total of **20 words**. The title should be as brief as possible but long enough to indicate clearly the nature of the study. Capitalise the first letter of each word. No full stop at the end.

Titles must be in title case format:

Correct - Advance Directives: Research Results

Incorrect - Advance directives: research results

Symposium overview text and all abstract texts (excluding titles) are each limited to **250 words**.

Please note that because of web browser limitations some scientific symbols from copied text may not paste correctly into the form. Please check them. You may have to correct them by writing the name of the symbol in full, for example "beta" instead of β.

When using abbreviations, please spell out full name on first use.

If you are making more than one submission, you can use the same email address and password for each submission. Please use an email address that you check frequently and include a current telephone number. These will be used for correspondence regarding your abstract(s).

The first time you visit the submission system, you will be required to register your details. Thereafter, you may log into the system using your email address and password.

The link to the online submission system is on the event website **http://www.iaggdublin2015.org** under the Symposia and Abstracts tab.

Submission Process – Symposium Overview and Individual Symposium Abstracts

1. Click on the submission system link on the event website. Enter your email address and the password you chose when you registered with the system.

2. When you click the "**log in**" button you will be taken to a screen from which the submission process starts. Chose the option '**Click here to make a new individual paper or poster submission or to submit an abstract to a symposium (if you are a convenor/chair)**'

3. Follow the on-screen instructions. Please pay special attention to 'required' fields.

4. When submitting the abstracts to your symposium, please refer to the abstract submission instructions below.

Submission Instructions – Abstracts

- You may find it useful to prepare your abstract in advance on a word processing system so that you can copy and paste your text. Your abstract text should be fewer than 250 words (excluding title of 20 words maximum, and authors' details). No tables, boxes, columns or diagrams are allowed. No indented or hanging paragraphs please. You are allowed a maximum of two references. Please ensure that all authors are credited and that their names are spelled correctly. Each abstract should be divided into four brief and clear paragraphs:

  - **Background:** Clearly state the purpose of the abstract and include a brief background statement.
  - **Methods:** Describe the methods used, for example study design, study population, statistical test(s), (no boxes, tables or diagrams).
  - **Results:** Summarise the results of the study and include key statistical data.
  - **Conclusions:** Outline the main implications of the study. Emphasize any new and important aspects of the study and conclusions that are drawn from them.

  Please use the exact headings outlined above (i.e. do not use Introduction, Methodology, Findings, Discussion etc.)

- A "blind" selection process will be used. No identifying features such as names of universities, colleges, hospitals, medical schools, clinics or cities may be listed in the title or text of the abstract. Do not include the names of authors in the title or text of the abstract. The names of authors and their affiliations (institutions) will be submitted separately on-line when you submit the abstract.

- To be accepted for presentation, abstracts of presentations that seek to frame theoretical questions or advance understanding of the application of the arts, social sciences and humanities, should summarise major conclusions.

- Abstracts based on empirical research projects must report actual results, not promised results.

- Where there are co-authors, please nominate a backup author who may present your abstract in the event of the nominated presenter becoming unavailable.

- Presenters of accepted abstracts must register to attend the Meeting.

- All successful abstracts will be printed in the Meeting Programme and Book of Abstracts. This may be an Open Access publication. They will also be included in the Irish Gerontological Society's Database of Abstracts in Gerontology.

Submission Process – Individual Paper and Poster Abstracts

1. Click on the submission system link on the event website. Enter your email address and the password you chose when you registered with the system.

2. When you click the "**log in**" button you will be taken to a screen from which the submission process starts. Chose the option '**Click here to make a new individual paper or poster submission or to submit an abstract to a symposium (if you are a convenor/chair)**'. Follow the on-screen instructions.

3. Submitting an abstract is a 4-step process. Each step asks several questions. Please pay special attention to 'required' fields.

4. **Note:** At step 3 you will be asked to manually enter a topic code for your submission. For your convenience, the list of topic codes is included at the end of this document.

5. Step 4: once you have completed this step click the "Finish" button. If you have answered all the mandatory questions then your abstract will be assigned a reference number and you will receive email confirmation. The final screen will include a summary of your submission **which you may print**. Use the **Back** key at the bottom of this screen to make changes to the current submission. Use the **Next** key if you wish to submit another individual or poster abstract or to submit another abstract to a symposium (if you are a convenor/chair). This will bring you back to the start of the submission process. If you have not answered all the mandatory questions your abstract will be held in temporary storage until you return later and complete all the questions.

6. You may log in later to edit your submission – up to the deadline date.

To Edit a Submission Before the Deadline Date

You may wish to complete or change your answers to some of the questions in your submission.

1. Log in to the submission system via the event website, as before.

2. You will see a list of your previous submissions. Click on submission that you wish to change.

3. The process of amending a submission is the same as the original submission process, except that the submission form will be automatically filled in with the answers that you gave previously.

4. When you reach the final step and press "Finish" you will be sent an email confirming that your submission has been amended – provided you have answered all the mandatory questions.

To Withdraw a Submission

If you need to withdraw a submission please contact abstracts@irishgerontology.com immediately.

Symposia and individual abstracts are submitted, reviewed, and organised by stream and sub-theme. When you are submitting your abstract on the submission system, you will be asked to select a stream and sub-theme from a drop-down menu. The streams are: (i) Social & Behavioural, (ii) Biological, (iii) Clinical. The themes are listed below.   You will also be asked to **manually** enter a topic code from this list. *You will find it useful to have this list to hand when making your online submission.*

Theme: Unlocking the Demographic Dividend	
001	Age-friendly communities
002	Business of ageing
003	Capabilities
004	Demography
005	Design and ergonomics
006	Economics of ageing
007	Emerging technologies
008	Ethics and legal issues
009	Financial aspects of ageing
010	Food industry and ageing
011	Healthy ageing
012	Human rights, age discrimination
013	Independence
014	Leisure activities
015	Longevity
016	Migration
017	Mobility
018	Pensions
019	Research methods
020	Theoretical perspectives
021	Transport and travel
022	Volunteering
023	Other

Theme: Policy	
024	Comparing models of care
025	Demography
026	Dependency
027	Drug safety
028	Economics of ageing
029	Elder abuse
030	Ethics and legal issues
031	Financial aspects of ageing
032	Health systems
033	Healthy ageing

034	Human rights, age discrimination
035	Long-term care
036	Migration
037	Pensions
038	Mobility
039	Nutrition
040	Policy research
041	Preventive medicine
042	Primary health care
043	Psychiatric conditions
044	Research methods
045	Restraint use
046	Retirement
047	Social policies
048	Social services
049	Social support
050	Standards of care
051	Theoretical perspectives
052	Transport and travel
053	Vaccinations
054	Volunteering
055	Other

Theme: Design and Environment	
056	Age-friendly communities
057	Design and ergonomics
058	Environmental engineering
059	Environmental gerontology
060	Migration
061	Mobility
062	Research methods
063	Technical aids
064	Theoretical perspectives
065	Transport and travel
066	Other

Theme: Biology of Ageing	
067	Biology of senescence
068	Biomarkers of ageing
069	Genetics
070	Hormone treatments
071	Immunosenescence
072	Longevity
073	Mechanisms of ageing
074	Nanotechnologies
075	Nutrition
076	Physical activity
077	Proteomics to metabonomics
078	Research methods

079		Sarcopenia
080		Stem cells
081		Theoretical perspectives
082		Vaccinations
083		Other

Theme: Gerontechnology		
084		Biorobotics
085		Design and ergonomics
086		Digital devices
087		Emerging technologies
088		Gerontechnology
089		Technical aids
090		ICT
091		Nanotechnologies
092		Research methods
093		Theoretical perspectives
094		Vaccinations
095		Other

Theme: Cultural Gerontology		
096		Arts, music and ageing
097		Culture and the Humanities
098		Leisure activities
099		Life-course perspectives
100		Migration
101		Physical activity
102		Quality of life
103		Research methods
104		Retirement
105		Sexuality
106		Spirituality
107		Theoretical perspectives
108		Transport and travel
109		Volunteering
110		Other

Theme: Social Gerontology		
111		Age-friendly communities
112		Business of ageing
113		Demography
114		Elder abuse
115		Empowerment
116		Palliative and end of life care
117		Ethics and legal issues
118		Family care and labour
119		Family relations
120		Gender
121		Healthy ageing

122	Human rights, age discrimination
123	Independence
124	Life-course perspectives
125	Long-term care
126	Migrant work of older persons
127	Pensions
128	Physical activity
129	Quality of life
130	Research methods
131	Retirement
132	Sexuality
133	Social policies
134	Social services
135	Social support
136	Sociological perspectives
137	Spirituality
138	Theoretical perspectives
139	Transport and travel
140	Volunteering
141	Other

Theme: Health and Social Care	
142	Assessment
143	Acute hospital care
144	Alzheimer and related conditions
145	Anorexia and obesity
146	Anti-ageing medicine
147	Biological drugs
148	Capabilities
149	Cardiovascular health
150	Chronic conditions
151	Cognitive training and rehab
152	Communication with patients and carers
153	Constipation
154	Dental and oral health
155	Dependency
156	Diabetes
157	Diagnostic pathways
158	Digital devices
159	Disease markers
160	Dizziness and deafness
161	Drug safety
162	Elder abuse
163	Emerging technologies
164	Epidemiology
165	Occupational therapy/ergotherapy
166	Ethics and legal issues
167	Exercise and nutrition

168	Family relations
169	Frailty
170	Genetics
171	Geriatric syndromes
172	Health behaviour
173	Health science
174	Healthy ageing
175	Hormone treatments
176	Hospice care
177	Hypertension
178	Incontinence
179	Independence
180	Infections
181	Intermediate care
182	Long-term care
183	Metabolic bone diseases
184	Mobility
185	Nephrological conditions
186	Neurological conditions
187	Nursing
188	Nutrition
189	Oncology
190	Ortho geriatrics
191	Osteoporosis, falls and fractures
192	Pain
193	Palliative and end of life care
194	Pharmacotherapy
195	Physical activity
196	Polypharmacy
197	Preventive medicine
198	Primary health care
199	Protein wasting
200	Psychiatric conditions
201	Psychological health
202	Quality of life
203	Rehabilitation
204	Research methods
205	Restraint use
206	Sarcopenia
207	Sexuality
208	Sleep
209	Social policy
210	Social services
211	Social support
212	Spirituality
213	Standards of care
214	Stem cells
215	Stroke

216	Syncope and falls
217	Technical aids
218	Theoretical perspectives
219	Transport and travel
220	Vaccinations
221	Wound care
222	Other

Theme: Psychology of Ageing	
223	Cognition
224	Mental health
225	Psychiatric conditions
226	Psychology of ageing
227	Psychological health
228	Quality of life
229	Rehabilitation
230	Research methods
231	Sexuality
232	Sleep
233	Spirituality
234	Theoretical perspectives
235	Transport and travel
236	Other