SUBMISSION GUIDELINES
Two categories of abstracts will be considered for the World Conference. The abstracts must be based on completed work and present results at the time of submission. Abstracts stating that data are pending will be rejected. We also strongly discourage multiple abstracts from the same study/setting unless the results are truly unique for each submission with no overlaps.

Category 1: Scientific research
- This category is for reporting on scientific and public health evaluations as well as operational research.

Category 2: Public health practice
- This category is for reporting on experiences in overcoming policy or programme barriers in the implementation of effective prevention and control programming. This includes identification of issues in service delivery and the presentation of evidence-based or promising practices that programmes have adopted and evidence that these approaches may work in other programmes or similar settings.

Information for authors
- Please do not submit an abstract if none of the authors intend to attend the conference to present it, in the event that it is accepted.
- All abstracts must be submitted online. Abstracts submitted by fax, e-mail, etc. will not be considered.
- The corresponding author is responsible for the abstract content. This author is the contact person for submission and communication purposes and is also responsible for disseminating information related to the abstract to the co-authors.
- A listed co-author other than the corresponding author may register and present the study at the conference.
- Submission implies that the material has not previously been presented or published. Abstracts should not be submitted if the content is to be published or presented elsewhere before presentation at the 2014 Union World Conference on Lung Health (28 October – 1 November 2014)
- An abstract should be submitted only once: resubmission is not permitted. Please refrain from submitting multiple abstracts on the same topic by varying the authors or under different titles with only minor wording changes. In such cases, all of the submissions on that topic will be automatically rejected.
- Submitters are disconnected from the online system after 15-20 minutes of idle time-out
- A sample abstract is shown under “GUIDELINES”.

Text of the abstract
The abstract text should not exceed 2,500 characters and spaces. Abstracts of more than 2,500 characters will be truncated.
- Abstracts can be submitted in English, Spanish or French.
- Authors are responsible for proofreading and submitting an abstract without errors, as they will be reproduced in the form they were submitted.
- If accepted, your abstract will be included in the CD of the Abstract Book of the conference as a supplement to the International Journal of Tuberculosis and Lung Disease (IUTLD).
- Abbreviations/acronyms must be written out in full at the first mention in the text and use of such terms should be kept to a minimum.
- Use the palette of characters provided to insert symbols, accents and special formatting (e.g., italics, bold, β, μ, etc.).
- The maximum number of authors and institutions recommended is eight.

Category 1: Scientific research
It is recommended that the abstracts in Category 1 be organised in sections as follows:
- Background: State the study objectives, study question or describe the challenge addressed by the research.
- Design/Methods: State the setting, methods, desired outcomes, procedures and techniques used to collect and analyse information. Include a description of participants, procedures, measures and appropriate statistical analyses.
- Results: Present specific findings to date.
- Conclusions: State the implications of the results and key recommendations. Present specific findings on how the research addressed the study, question or challenge. Highlight opportunities for future research as well as implications for further research.
Category 2: Public health practice

It is recommended that the abstracts in Category 2 be organised in sections as follows:

- Background and challenges to implementation: Identify the context and the specific challenges to programme implementation. Describe the activity, programme or policy by which the issue was addressed. Describe target populations, geographic sites/locations and scale and type of activity or service.
- Intervention or response: How was the challenge overcome? Detail the methods, activities and implementation steps used to overcome the challenge. Describe the methods, procedures and techniques used to collect and analyse information that informed your conclusions. Identify the course of action used to address programme implementation issues.
- Results and lessons learnt: Describe the results and impact of the project. Explain the potential application or benefit to other programmes. Describe what worked and what did not work and the evidence that led to this determination.
- Conclusions: State the implications of the effective public health practice and key recommendations. Highlight opportunities for future programme practice, as well as implications for other programmes or settings.

Figure or table

- Authors may submit one table or one figure per abstract.
- If you wish to submit a table with your abstract, use the toolbar on the “Insert/edit table” section to create a table.
- If you wish to submit a figure with your abstract, click on “Browse” to search for your file then on “Upload” once your file has been selected. The following formats are allowed: Microsoft Word, Excel, Powerpoint, JPEG, BMP, GIF, PNG and PDF. Please note that the size of figures is limited to 1.5 MB.
- Please do not upload the text of your abstract as an attachment. Uploaded abstracts will not be considered.
- Please note that tables and figures are reproduced in a single column with the abstract and that legibility is the responsibility of the author. We recommend that you use Arial font for clarity.
- Please remember that only one table or one figure is permitted for each abstract. If more than one table or figure is submitted, the abstract will be published, without tables or figures.

Submission

The corresponding author will receive an e-mail confirming that the submitted abstract has been received.

Review of abstracts

All submitted abstracts will be sent for peer review by a panel of international experts in the fields of lung health, TB, HIV and tobacco control. Each abstract will be reviewed and scored by at least two reviewers. The scores will then be submitted to the Scientific Programme Committee, who will determine which abstracts are accepted and best suited for oral abstract presentation sessions or poster discussion sessions.

Notification to authors

- Corresponding authors will be notified of acceptance in the end of June 2014 so that they can benefit from the early bird registration fee. All accepted abstracts must be presented by at least one author.
- If your abstract has been allocated to a specific session, please note that it will not be possible to change the date, time of type of the session.
- Abstracts that are not accepted cannot be reconsidered for review or presentation at the conference.
- Authors whose abstracts have not been accepted are welcome to attend the conference.