

Guidelines for the preparation of abstracts and presentations

I. Deadlines

Submission of contributions via online entry from September 13, 2022

Registration deadline for submission of contributions October 11, 2022

Call for abstract revision by mid-November 2022

- II. Manuscripts for abstracts** (short oral contributions, poster presentations) have to be informative and an adequate scientific reference also to those readers that have not attended the conference. The fundamental approach (problem, hypothesis), methodological principle and main findings should be presented in summary (**maximum about 4,000 characters without spaces**). The last 1-2 sentences should provide a conclusion. After the introduction (without own subheading), the further sections **Methods, Results, Conclusions** follow in separate paragraphs.

The manuscript title should characterize the study topic and should not be formulated as a definitive statement because the shortness of articles does not allow proper evaluation whether a definitive title statement can be derived from the described experiment.

The aim of the conference is to present current data from current work, whereby the time limit relates to the technical relevance of studies and not to a specific year. The review of relevance is carried out by the reviewers explicitly according to the aim "topical in time, scientifically relevant and original". In addition, only contributions should be considered that have not yet been published or presented at another comparable conference.

Abstracts should be written in English. This also applies to the visual presentations and posters at the conference. However, the oral presentations by German speakers should be done in German.

Submitted abstracts will be assessed. The chairman decides on the acceptance of the contributions on the basis of the expert opinion. If contributions need to be revised or cannot be accepted, the author will be informed in good time. The short contributions will be published in the proceedings of the conference.

When using literature references, it is essential to ensure that a common citation method is used (see below).

You have the option of specifying the desired section for the contribution as well as the preference for the type of presentation (oral/poster). This will be taken into account when creating the conference programme, but there may still be deviating classifications.

III. Text entry into the event class system

Submission of abstracts will be organized via event class system, exclusively. Please register via  https://eventclass.org/contxt_gfe2023/ as an author and follow the instructions in the menu for entering authors and text contributions.

IMPORTANT: In the online portal, the information on authors and authors' affiliation/address is entered separately from the abstract text (title, text). Please take into account that the abstract text can either be entered directly into the online mask or can be transferred from Word and other text programmes by "Copy&Paste".

It is recommended to create a Word document in advance according to the specifications in order to facilitate the transfer into the abstract management system.

Tables and graphs are not printed in the proceedings, consequently tables and graphs cannot be uploaded in the online system. The procedure follows the international literature, in which conference abstracts are generally published as text only. Furthermore, the publication of tables makes it more difficult or even impossible to use data later in a scientific peer-reviewed original paper.

In this context, it should also be pointed out once again that a short manuscript published in the proceedings is not intended as a complete publication.

Please fill in the requested information completely and unambiguously using the menu guidance of the input system, e.g. first and last name of the authors: Initial(s) of the first name and name(s) of the author(s), e.g. A. Meyer as well as indication of all authors with their home institutions.

When entering the authors in the online system, please note the order in which they appear so that the author names are later shown in the abstract in the desired order. During data entry, select the author type under the menu tab "Authors and affiliations of your contribution". The corresponding author does not appear in this list of authors. She/he will be contacted by the GfE only during the review process and for general information.

Text entry

Input field 1 „Title“

- English title

Input field 2 „German Headline“

- German title

Input field 3 „Abstract content“

- Please enter **only** the text of the contribution without title or author information, structured according to "**Methods, Results, Conclusion**"! The introduction will not have a specific subheading.
- The total length of the whole abstract, **without spaces, should not exceed 4,000 characters.**

Input field 4 „Acknowledgement“

- If applicable, the information to support the work(s) will be entered here.

Input field 5 „Bibliographical references“

- Up to 3 literature sources can be used in the text, each in the form of a number [x]. In the input field "Bibliographical references", the names of the authors, the year (YYYY) and the source of the publication are entered for each digit. For monographs, the title, pages, publisher and place of publication are named. It is essential to pay attention to the pre-set sequence. The pre-set system is intended to support easier implementation.
- Example:
[1] Gessner DK, Meyer S, Most E, Berezina N, Hubert A, Liebisch G, Eder K. 2018. Proc. Soc. Nutr. Physiol. 27:65.

Abbreviations of materials or other measured quantities which are of major importance to the abstract's content, or abbreviations which are familiar to few experts only, must be explained.

Manuscripts for invited **keynote lectures** or **workshop contributions** will not be entered into the online system, but sent to the office (s.ausmeier@dlg.org) as a Word file. Editorial instructions for the entry of these contributions will be communicated separately to the authors by the office.

If the given instructions and guidelines are not observed, we reserve the right to reject the contribution!

IV. Poster

The dimensions of the poster walls are designed for DIN A0 format.

Posters bord sizes are (portrait format):

Height: 1189 mm

Width: 841 mm