Asia-Pacific HIV Research Forum 2024

Abstract submission guidelines

1. All abstracts must be submitted and presented in **English.**

2. The content of the abstract must fall under one of the categories listed below:

   o HIV / hepatitis screening, rapid ART, late presenter management

   o ART, resistance, forgiveness

   o Comorbidities, aging, and other STIs in people with HIV

   o Healthcare model, prevention strategies, and implementation studies

3. To ensure a smooth abstract review process, the category and topic of your work must be selected at submission.

4. Submitted abstracts can be research-based or a case report. The Scientific Committee will prioritize work that is novel and unpublished at the point of submission. Unpublished abstracts presented at other scientific meetings (different specialties) or work that has been published after 18 May 2023 (ie, within 12 months before the Forum) will be considered – this should be declared at the point of abstract submission.

5. If the scientific work has been submitted for publication, accepted, and published in a scientific journal between the abstract submission deadline and the HIV Research Forum, this should be declared at the Forum. Please ensure that data presented during the Forum are updated or feature new perspectives to avoid redundancies and duplications of already published information.

6. The length of the abstract body must not exceed a total of 500 words, which is approximately 2,500 characters.

7. The abstract should include a title that clearly indicates the nature of the investigation. Depending on whether your abstract is research-based or a case report, the body follows the following format:

   o Research format / case report format

   o Purpose / Introduction

   o Materials and Methods / *Not applicable*

   o Results / Report and case description

   o Conclusion / Discussion

8. Please submit your abstract to hivresearchforum@dna-comms.com **by 31 March 2024**. Changes to your abstract will not be possible after the submission deadline. **If you do not receive an acknowledgement email within 48 hours of your submission**, please email hivresearchforum@dna-comms.com **without any attachments** to check if your submission has been received.

9. Images and figures can be included as attachments to your abstract submission. Only PDF or Microsoft Word document attachments are allowed. **If the file size exceeds 10 MB, please email hivresearchforum@dna-comms.com to request for a link to upload your file.**

10. Linguistic accuracy is the responsibility of the submitter. Please ensure your abstract does not contain spelling, grammar or scientific mistakes. No post-submission proofreading will be done by the Organizers.

11. All submitted abstracts will be reviewed by the Forum's Scientific Committee.

12. If an abstract is accepted, the presenting author must attend the physical HIV Research Forum in Taipei, Taiwan (18–19 May 2024), and present the abstract during the Forum (**oral presentation only; please note that there will be no poster presentation sessions**).*

13. You may submit more than one abstract in the same abstract category or in different abstract categories (up to two abstracts in total).

Disclaimer

The organizers of this Forum, Scientific Committee and the Taiwan AIDS Society take no responsibility for any published abstracts submitted. Any issues or errors arising from the abstracts are solely the responsibility of the authors. By submitting his/her/their work, the Author(s) consent to the publication of the abstracts and transfer and assign to the organizers, Scientific Committee and Taiwan AIDS Society the rights to edit, publish, reproduce, distribute copies and to prepare derivative works such as press releases. Author(s) represents and warrants that he/she/they is/are sole author(s) of the work and that all authors have participated in and agree with the content and conclusions of the work; and that the work is original and does not infringe upon any copyright, proprietary or personal right of any third party. If the work is not original, the Author(s) should reference the original source and ensure all relevant permission and/or authorization to re-use has been obtained.

Important dates

Abstract submission opens	5 Feb, 2024
Abstract submission closes	31 Mar, 2024
Notification of results	15 Apr, 2024
Author to provide notification of acceptance and register for Forum*	18 Apr, 2024
Successful abstract submitters to share presentation slides with event organizer	6 May, 2024

* Details on how to register for the Forum and guidelines for preparing oral presentations will be sent to authors of accepted abstracts. Travel expenses (ie, return flight/train tickets to Taipei and hotel accommodation) will be provided for presenting authors who are not based in Taipei; for participants from Taipei, local travel expenses will be reimbursed. Forum registration will also be complimentary.