第40回国際外科学会世界総会 Abstact登録方法

 ①最初に、第40回国際外科 学会世界総会のウェブサイト (<u>http://icskyoto2016.jp</u>)にア クセスし、左側のナビゲー ションボタンから「Abstract」を クリックする。

http://icskyoto2016.jp



http://icskyoto2016.jp/abstract.html

②Abstract ページに掲載の 「Abstract Guidelines」の内容 を確認する。

③Abstract ページ下部の 「Abstract Submission」ボタン をクリックし、登録システム に移動する。

40th World Congress of the International College of Surgeons ress of the International College of Surgeons Japan Section October 23-26, 2016 Kyoto International Conference Center, Kyoto, Japan Abstract Guidelines Please read this thoroughly before preparing your abstract. Abstract must be submitted electronically via <u>the online submission system</u> acco following instructions and by the given deadlines: June 30, 2016 15:00 (JST) Abstract should be written and presented in English. ccording to the Abstact should be written and presence in English. The maximum abstract length is 250 words, using the abstract template provided [LINK]. The authors should be written down below the title of the abstract. The presenting author's name should be underlined. The presenting advises name should be indefined. Tables or figures are permitted. A preferred presentation type should be selected during the submission from the follow options: <u>Symposium</u>, <u>General Session (Video)</u>. <u>General Session (Oral preferred but will</u> accept if selected as a Poster), General Session (Poster). If you select Symposium as a preferred presentation type, please kindly submit NOT O abstract (s) BUT ALSO Brief Curriculum Vitae. If your abstract is not accepted as Symposium, it will then be considered as Ge (Video, Oral, or Poster). Authors are allowed to submit multiple abstracts Authors are allowed to submit multiple abstracts. The corresponding person will receive an email message confirming the receipt of the abstract. Please notify your authors that the confirmation was received. All abstracts will be reviewed by the CIS systo 2016 Solentific Committee. The LOS kysto 2016 Solentific Committee may ask that a submission be revised in terms i formal or cancent prior to full acceptance. Instructions for presentation will be provided upon notification of an abstract acceptance. Postep messations will be able on a free discussion style, not a moderated poster. O Congress Name 40th World Congress of the International College of Surgeons 62nd Annual Congress of the International College of presentation. You are expected to attend to your poster during the allocated time period Case reports will also be considered. Abstracts are invited in the fol 9. Emergency 11. Esophagus 12. General Surgery 13. Liver & Biliary Tract 14. Lung 15. Nursing 16. Obstetrics & Gyneco 12. Ge 17. Ophthalmology 18. Oral & Maxillofacial Surgery 19. Orthopedic 20. Otorhinolaryngology, Head & Neck 22. Pediatric Surger 23. Plastic & Reconstructive Surgery 24. Rehabilitation 25. Stomach 26. Transplantation 28. Urology **Contact Information** All congress program and logistics questions should be directed to the Congress Secretar To Pagetop

https://reg-cloud.com/icskyoto2016/Entry/login.aspx

 ④Abstract登録システムの Loginページ内の「Register」
 ボタンをクリックし、新規登 録ページに移動する。

| October 23-2 | 6,2016 Kyoto International Conferen | ce Center, Kyoto, |
|------------------------|-------------------------------------|-------------------|
| Login | | |
| Register from here | Register | |
| For revision, plea | se Login from below: | |
| Login ID: Password: | | |
| | Contraction (Contraction) | |

⑤Abstract Submission Form に必要事項を入力し、ペー ジ下部の「Next」ボタンをク リックする。

40th World Congress of the International College of Surgeons 62nd Annual Congress of the International College of Surgeons Japan Section October 23-26, 2016 Kyoto International Conference Center, Kyoto, Japan

Abstract Submission Form

Please complete this form by checking the appropriate boxes and filling in the blanks. * Indicates required fields.

| | Information |
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| Name * | First Middle Last |
| Password * | Please set a password to access the abstract submission system. |
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| Postal/ Zip Code * | |
| Postal/ Zip Code * Country * | |

| Abstract Submission (PDF) * | No file larger than 3.0 MB can be uploaded. File Delete | | | | |
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| Affiliation * | Please select the number of Affiliations. If you have more than 10 Affiliations, please contact the Secretariat. | | | | |
| | Affiliation 1 aaa | | | | |
| | City, State, Country 1 aaa | | | | |
| First Author * | Please identify the presenting author by checking the radio button. First Middle Last e.g. John e.g. Smith | | | | |
| | Name Dr. 🔻 aaa aaa aaa | | | | |
| | Affiliation Ø Affiliation 1 | | | | |
| | Presenting Author | | | | |
| Co-Author * | Please select the number of Authors. If you have more than 10 Authors, please contact the Secretariat. Please identify the presenting author by checking the radio button. $\boxed{0 \bullet}$ | | | | |

⑥登録確認ページで内容に 誤りがないか確認し、ページ 下部の「Register」ボタンをク リックする。

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| Abstract Submission Fo | rm | | | | | |
| 1. Corresponding Person Info | mation | | | | | |
| Name | Mr. aaa aaa aaa | | | | | |
| Password | | | | | | |
| Address | 222 | 222 | | | | |
| Postal/ Zip Code | 123456 | 123456 | | | | |
| Country | Japan | Japan | | | | |
| Phone | +81-3-0000-0000 | +81-3-0000-0000 | | | | |
| Fax | +81-3-0000-0000 | +81-3-0000-0000 | | | | |
| E-mail Address | icskyoto2016@iss | icskyoto2016@issjp.com | | | | |
| Affiliation | 222 | 222 | | | | |
| Position | 222 | | | | | |
| 2. Abstract Submission | | | | | | |
| Preferred presentation type | General Session | General Session (Video) | | | | |
| General Session Categories A | Chemotherapy | Chemotherapy | | | | |
| General Session Categories B | Dermatology | Dermatology | | | | |
| Abstract Title | 222 | 333 | | | | |
| Abstract Submission (Word) | File | File | | | | |
| Abstract Submission (PDF) | File | | | | | |
| 3. Authors' Information | | | | | | |
| Affiliation | Affiliation1 | | 333 | | | |
| | City, State, Cor | untry 1 | 333 | | | |
| | Name | Dr. a | 222 222 | | | |
| | Affiliation | Affili | ation1 | | | |
| First Author | Presenting Author | Preser | nting Author | | | |
| Co-Author | | | | | | |

⑦ログインIDが発番され、登録完了メールが登録先メー ルアドレスに送付されるので、 ご自身の登録内容を確認し、 問題なければ登録完了。

⑧登録内容の変更・取消が 必要な場合は、Abstract登録 システムのLoginページにア クセスし、新規登録の際に発 番されたLogin ID(登録完了 メールに記載)と新規登録の 際にご自身で設定した Passwordを入力し、Loginボタ ンをクリックする。

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| Login ID: | |
| Passworu: | |

⑨登録確認ページ下部の 「Edit」ボタンをクリックし、 編集画面に移動する。



①編集画面で編集後、
 ページ下部の「Next」ボタン
 をクリック、さらに、
 「Register」ボタンをクリック
 し、登録を完了する。



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