



ePosters and Oral Presentations

**Submission
Guidance**

Intensive Care Society
SOA25
#SOA25 CONGRESS

ePosters and Oral Presentations

The Intensive Care Society invites you to submit your work and present your research, audit, innovations, and clinical cases at SOA25, taking place 1-3 July 2025 at the ICC Birmingham. This is your chance to stimulate debate, share knowledge nationally and internationally, as well as enhance your own portfolio and presentation skills.

ePoster Display & Discussions

ePosters are an integral part of the Congress programme. Successful authors will be given the opportunity to display their ePoster on large digital screens and present a 5-minute oral discussion followed by 2 minutes of questions in the exhibition hall during the Congress. ePosters will also be displayed on the event platform throughout the Congress and for up to six months on demand, enabling delegates to browse the posters and get in contact with authors.

Oral Abstract Presentation

The top five abstracts will be shortlisted and authors given the opportunity to provide a 12-minute oral presentation (10-minute presentation, plus 3 minutes for Q&A) in the main programme. These short presentations should discuss the abstract submission and draw attention to research highlights. Authors invited to give an oral presentation are not required to upload an ePoster.

Eligibility: All members of the multi-professional team – all professions, all grades, including all students.

Please read the instructions below carefully before preparing your abstract:

Aim to capture the Programme Committee's interest

Be clear and concise

Check the abstract carefully for spelling, grammar, readability and clarity

Online

If successful and selected to give an oral presentation, your session will be recorded and available for registered delegates to watch on demand for six months after the Congress.

Published abstracts

All accepted abstracts will be published in the Journal of Intensive Care Society – JICS (PubMed Indexed).

Certificates and awards

The winning presentation will be announced during the Closing Plenary on Thursday 3 July 2025 and the winner presented with a certificate on stage. The winner will also receive a complimentary 3-day registration for SOA26!

All presenting authors will receive a presenter certificate for their portfolio.

Key deadlines

27 January 2025	Abstract submission deadline
28 February 2025	Submitting authors notified of the outcome of their submission
31 March 2025	Successful submitters to confirm acceptance of their place
4 April 2025	Early bird registration deadline
17 May 2025	Deadline for registering for SOA
9 June 2025	Deadline for uploading PDF of poster

Amending a submission

If you wish to amend your submission, you can do this at any time up to the deadline of 10:30am (GMT) Monday 27 January 2025.

Queries

If you have any queries about the submission process or you want to withdraw your submission please contact us at soa@ics.ac.uk.

Using the abstract submission system:

All abstracts must be **submitted online** via our abstract management platform – Oxford Abstracts. You will need to create an Oxford Abstracts user account by entering your email address and a password.

Some questions are marked “required” and you will not be able to complete your submission until these questions have been answered. You will be able to save your work as you proceed through the submission. Your submission will be saved and you can return to complete your work at a later stage. After you have completed submission, you can continue to amend your work until the submission deadline.

Submission agreement

You will need to confirm your acceptance of the submission terms and conditions before proceeding – these are as set out below:

All correspondence will be sent to the submitting author. It is the responsibility of this person to pass on any relevant information regarding the submitted abstract and the Congress to the presenting author and co-authors.

If accepted the presenting author must register and pay for a three-day in-person Congress ticket at the appropriate rate for the presenter according to their professional status by 17 May 2025. Failure to register by this date may result in your presentation being withdrawn from the Congress programme.

It is the responsibility of the presenting author to arrange and pay for their own travel and accommodation as required.

The authors agree that the Intensive Care Society will publish all abstracts from SOA25 in JICS and may record the presentation for subsequent use, as deemed appropriate, unless discussed and agreed in advance. If for any reason your abstract cannot be published, please specify when completing your submission.

It is the responsibility of the submitting author to clear any copyright issues and declare and conflict of interest.

Agreement

I agree to be responsible for the organisation of the presentation including acknowledgement of the review outcome, registration of the presenting author and, where relevant, the submission of presentation slides. I understand that to present at the event, the presenting author must register for a three-day in-person ticket at the appropriate ticket category (at the time of the event).

Abstract details

Title – Your suggested title should be succinct yet clearly describe the abstract. Use sentence case (i.e. the first letter of the sentence is capitalised, with the rest being lowercase except for proper nouns and acronyms). Do not use any abbreviations in the title. The titles of accepted abstracts will be published in the final Congress programme and on the Congress app (Maximum 160 characters).

Abstract topic – Please select the most appropriate topic from the drop-down menu. If none apply, please select “Other”.

Category – Please select ePosters and Oral Presentations from the drop-down menu.

Presentation – Oral / Poster.

Contact details

Please enter the contact details of the person submitting the abstract. Please note that all correspondence will be with the submitter of the abstract, therefore it is important that we have accurate and up-to-date contact details. Please email soa@ics.ac.uk if there is subsequently a change in contact details.

Lead author details

Please enter the details of the main author associated with this abstract.

Additional details

Please enter your affiliation, city/country and that of any co-authors associated with this abstract. Co-authors are not required.

Conflict of Interest – Please give details of any potential conflicts of interest that you could have as part of your abstract submission, financial or otherwise, which could influence or be perceived to influence the content of the poster (Max 100 words).

Upload area

Please upload any figures or tables in the relevant upload area. The maximum file size is 10mb.

General style guidelines

- Use standard abbreviations only and place any unusual abbreviation in parentheses after the full word the first time it appears
- Use generic names of drugs
- If reference is made to proprietary products or equipment, the manufacturer's name and location should be included in parentheses
- Please check your abstract carefully as it will not be edited
- Graphs, tables and images can be inserted. All images, symbols, tables, graphs and lines should be clear and distinct (Maximum file size 10MB)

Abstracts should be structured under the headings

- Introduction
- Main body
- Conclusions

References

- References should be listed in the separate box in the abstract submission and should not exceed 200 words
- A maximum of five references will be accepted
- References should be complete, correct and conform to the Vancouver reference style. Some more information and examples are included [here](#).
- References cited in the body of the abstract are included in the word count.
- For journals – volume, issue and page numbers must be included
- Only sources referred to in the text should be included in the reference list

Hitting the next button will submit your abstract, and you will receive an email confirmation that your submission has been submitted. Please contact us soa@ics.ac.uk, if you do not receive confirmation that it has been received. You can access any submissions made, by logging into your Oxford Abstracts account.



Review criteria

Reviewers are asked to mark the abstracts using the judging criteria listed below. A score of 10 is the highest that can be awarded. A score of 0 is given when the submission cannot be judged due to the lack of information provided.

It is the responsibility of the person submitting the abstract to ensure that the abstract addresses the following criteria:

- 1.The Problem / Topic (Importance): Is this problem/topic important for Intensive Care? Is the problem/topic clearly described/defined? Will this presentation add new knowledge/innovation for the audience? (0-2 points)
- 2.The Approach (Clarity): Is the approach proposed or taken both clear and well described? Are the methods used or proposed appropriate for the identified idea/problem/question? Were the methods innovative? (0-2 points)
- 3.Findings (Trustworthiness): Do you believe the findings? Do the findings relate to the topic under question? Do these matter? Are they important? Will these results be of interest to the SOA24 delegates? (0-2 points)
- 4.Consequences (Significance): What are the implications of this study or would be the implications of this idea? Do these matter? Are they important? What does this all mean? Will these results influence or impact on clinical practice/education/policy/methodology? (0-2 points)
5. Overall Impressions (Likely interest value): Was this a well-written abstract? Will it promote discussion and debate? Will this study/idea change anything? Will this work support the effective/productive work of the intensive care team? (0-2 points)



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