

Frequently Asked Questions

Do I need to register if I am a presenter?

Yes, all presenters need to register and pay the registration fee.

Is it necessary to present an abstract to attend the congress?

No, it is not necessary. You can also attend the congress as a listener.

Can I make changes to my abstracts?

After September 10th corrections to the abstract are no longer possible. Up to this date, you may contact the congress organization to ask for alterations in your abstract(s).

When do I need to be in my session room?

Please come to your assigned session room 10 minutes in advance to fine-tune the session with the chairperson and other presenters.

When and where can I upload my presentation?

You are asked to upload your presentation following the instructions presented in “Guidelines for oral presentations” document (<https://www.icoetox2018.com/>).

I am a presenter – is there a PowerPoint template I should be using?

No PowerPoint template or layout is suggested. Nevertheless, please note that your PowerPoint presentation must be compatible with different office versions. For safety, please have a .pdf version of your presentation as well (1 slide per page) if needed.

Can I change the presenting author of my abstract?

Yes, you can. Please send an e-mail to icoetox2018@gmail.com with the name of the old presenter, the abstract ID, and the name of the new presenter. Do remember that presenting authors must be registered.

What is the size of a poster?

Please see the technical information of posters: “Guidelines for poster presentations” (<https://www.icoetox2018.com/>).

When do I need to be next to my poster?

All poster presenters are invited to stand beside their poster during their poster session to answer any questions during the poster viewing slot. Please check the programme on where your poster session is organized. Please note that the best poster winners will be announced at the closing ceremony of the congress. The decision of the winners will be withdrawn if the winner/winners is/are not present at the time of announcement.

When will the congress programme be available?

You may find a detailed provisional congress programme in the congress website by September 15th. The final detailed programme will be uploaded to ICOETox2018 website at least 10 days before the congress.

Will I receive a certificate of attendance?

Yes, certificates will be dispatched to correspondence address by e-mail just after the congress.

Is there funding available to help with travel/registration costs?

ICOETox is unable to assist with travel or registration costs. Nevertheless, since COST's priority is enhancing research collaboration where ideas and people can grow without borders, COST' have added conference grants: please visit http://www.cost.eu/media/cost_stories/conference-grants-new-vademecum-2017.

My question is not listed here. Whom do I contact?

Please contact icoetox2018@gmail.com or +351 223 401 141 for assistance.