

REGULATION FOR SUBMISSION OF WORK IN THE -GANEPÃO 2022

SUMMARY INFORMATION

- Abstract submission starts: **September 11, 2021**
- Deadline for abstract submission: **March 8, 2022 (extended until March 15)**
- Disclosure of approved works: **April 5, 2022**
- Free Themes presentation recording: **April 13th and 14th, 2022**
- Recording of the poster presentation of the special session: **April 18th, 19th and 20th 2022**
- Poster presentation recording: **April 21, 22 and 25, 2022**
- Maximum authors per work: **04**
- Maximum works per author / co-author: **03**
- Maximum characters per summary: **3000 (including spaces)**
- Supported languages: **Portuguese, Spanish and English.**
- Submissions are exclusively through the Congress website.
- Forms of presentation: **free theme, special poster session, poster visitation and Multidisciplinary Oncology Forum, all with recorded oral presentation and broadcast during the event.**
- The award will be held at the end of Ganepão 2022 on **June 11, 2022, at 9:30 pm.**
- Publication of papers: **approved papers will be published online in supplement of the BRASPEN Journal**
- Certificates: **certificates for the works presented will be available on the website of Ganepão from June 30, 2022.**

1. ONLINE SUBMISSION RULES

1.1. Abstract submission for the 24th PAULISTA FORUM IN CLINICAL AND EXPERIMENTAL NUTRITION will take place exclusively online through the website of Ganepão 2022 (www.ganepao.com.br);

1.2. Registration is not mandatory in the abstract submission process. However, if the work is accepted, the presenter must register for the Congress until the last day of the deadline for registration **of the fifth batch of entries (May 24, 2022)**, otherwise the performance recording will not be transmitted, the work will not be published in the annals of the congress and will not compete for the prize;

1.3. The author responsible for the submission must fill in all fields in the online form. All communications related to the abstract will be sent only to this author, in the registered

email. The responsible author for submission, he must be responsible for passing on information to co-authors.

1.4. The author must choose the category of his work: experimental, clinical, COVID-19 or Multidisciplinary Oncology Forum.

1.5. Up to 03 works by the same author or co-author will be accepted.

1.6. Each work may have 01 main author and up to 03 co-authors.

1.7. The presenter must be, necessarily, the author or co-author of the work sent.

1.8. There is a 3000 character limit, including spaces in the abstract text. The summary should be structured and include title, introduction and objective(s), methodology, results, conclusions and uniterms and can be written in Portuguese, Spanish or English. Abstracts must follow the character division below:

- Introduction: up to 250 characters
- Purpose: up to 250 characters
- Methodology: up to 1000 characters
- Results: up to 1000 characters
- Conclusion: up to 400 characters
- Keywords: up to 100 characters

2. TERM

The deadline for online submission is **March 8, 2022**. After this date the system will automatically reject the paper submission attempt.

3. SELECTION

Prerequisites for approval are: compliance with the regulation and deadline, clarity in the presentation of data, results and conclusions and the relevance of the topic for health or for the technological development of nutritional therapy and/or to generate relevant and quality knowledge that aims to contribute to the fight against COVID-19 pandemic.

3.1. The main author of the work must be a student or health care professional.

3.2. Clinical and experimental original studies in the field of clinical nutrition will be accepted with emphasis in:

- Nutritional assessment;
- Intensive care;
- Perioperative care;
- Liver and gastrointestinal tract;

- Hormones, mediators and immunity;
- Carbohydrate and lipid metabolism;
- Protein and amino acid metabolism;
- Microbiota, probiotics, prebiotics and symbiotics;
- Nutrition and cancer;
- Nutrition and chronic diseases;
- Nutrition in Geriatrics;
- Nutrition in pediatrics;
- Obesity and metabolic syndrome;
- Vitamins, antioxidants and minerals;
- COVID-19

3.2.1. The Multidisciplinary Oncology Forum will accept clinical studies and experimental studies in the health area that allow the generation of knowledge relevant and quality projects that aim to contribute to progress in the scope of cancer care, not only related to nutrition, but from all areas involving diagnosis, treatment and cancer patient care.

3.3. Literature review studies will not be accepted, except systematic review and meta-analysis.

3.3.1. Case reports will only be accepted within the COVID-19 category.

3.4. The submission of papers by members of GANEP Human Nutrition is prohibited, GANEP Education, GANEP Home, GANEPÃO and the Nutrition and Surgery Laboratory Metabolic of the Digestive System at FMUSP.

3.5. The final list of approved abstracts, including date, time and format of presentation will be available on the Ganepão website from **April 5th,2022**. The responsible author will also receive an official acceptance letter for email.

4. JUDGE COMMITTEE

The Judging Committee is composed of professionals from GANEP Human Nutrition, GANEP Education, GANEP Lar, GANEPÃO and the Nutrition and Metabolic Surgery Laboratory of the FMUSP's Digestive System, and its decision is irrevocable.

5. CLASSIFICATION

5.1. The Judging Committee will classify the works according to the modality of presentation (free theme, special poster session, poster visitation or works about COVID)

5.2. The abstracts that obtain the highest score in the evaluation committee's evaluation will be classified for free theme and special poster session, will be evaluated by a judging committee, and will compete for the prize provided for in topic 7 of this regulation. The other posters will not compete for the prize but will have their presentation exhibited on the Ganepão platform along with the other works.

6. PRESENTATION

6.1. Free theme

- The performance will be pre-recorded on **April 13th and 14th, 2022**. The recording will be remote, and the judging committee will be present at the time of the recording for evaluation and pleading.
- The presentation must be in a PowerPoint file (.ppt or .pptx). Click here to download the template.
- The presentation time will be 15 minutes, being:
 - 05 minutes for presentation
 - 10 minutes for inquiry.
- The presentation of the work must contain:
 - The title
 - Authors
 - institution
 - Introduction
 - Objectives
 - Materials and Methods
 - Results
 - Conclusion
- Information regarding the time of each presentation will be communicated by email by the organizing committee. Recordings outside the stipulated time.
- Failure to attend the recording, evaluation and questioning of the work will automatically disqualify from the competition for the prize and Ganepão if reserves the right not to provide a new recording date. If this happens, **you will be able to record your presentation and send it to Ganepão until April 25, 2022, to be exhibited at the poster viewing session.**

6.2. *Special poster session, poster visitation.*

- The performance will be pre-recorded according to the schedule below.

The recording will be remote according to the dates below:

- Special Poster Session: April 18-20, 2022
- Poster Visitation: April 21st to 25th, 2022

- The presentation time will be 03 minutes.

- The works approved for the special poster session will have 05 minutes of argument.
- The digital poster file must be created in Power Point, with slide in standard size (4:3) and should contain only one slide. [Click here to download the model.](#)
- The information regarding the date and time of each presentation will be communicated by e-mail by the organizing committee. Will not be accepted recordings outside the stipulated time.
- Failure to attend the recording, evaluation and questioning of the work will automatically disqualify from the competition for the prize and Ganepão if reserves the right not to provide a new recording date. If this happens, **you will be able to record your presentation and send it to Ganepão until April 25, 2022, to be exhibited at the poster viewing session.**

7. AWARDS

The best works in the clinical and experimental category of the Free Theme and Special Poster Session modalities. The award will be held **at closing session of Ganepão 2021 on June 11, 2022, at 9:30 pm.** The works in the COVID-19 category will compete for prizes within the categories of presentation to which they are assigned (free theme or poster).

7.1. Free theme

- First place in clinical category: certificate + R\$ 2,500.00
- Second place in clinical category: honorable mention + 1 Application for Ganepão 2023
- First place in experimental category: certificate + R\$ 2,500.00
- Second place experimental category: honorable mention + 1 registration for Ganepão 2023

7.2. Special poster session

- First place in clinical category: certificate + BRL 2,000.00
- Second place in clinical category: honorable mention + 1 Application for Ganepão 2023
- First place in experimental category: certificate + R\$ 2,000.00
- Second place experimental category: honorable mention + 1 registration for Ganepão 2023.

The winners' prize will be paid via bank transfer to the account of the **author who submitted the work** within 15 working days after the end of the congress. The Ganepão Team will contact you to request data after the awards session.

8. CERTIFICATES

The awarded works will receive a digital award certificate on the day of the session solemn. The other works will receive an online certificate that will be available on the website of the Ganepão **as of June 29, 2022**.

A single certificate will be issued (available in the author's congressman's area responsible for the submission) consisting of the names of all authors and co-authors of the Work.

9. PUBLICATION

Approved works will be published online in the supplement of BRASPEN Journal. The Organizing Committee is not responsible for sending data incorrect (authors' names, work title and institution).

By submitting the abstract, the authors agree with the publication of the works in the platforms mentioned above.

10. AGREEMENT

All participants are in full agreement with this regulation from their subscription. It is incumbent upon the Scientific Committee the right to select and evaluate the works to be presented, refusing those who do not meet the criteria established by this commission.

To resolve any doubts existing in relation to this regulation, the participants can access the website www.ganepao.com.br or contact the scientific department of Ganepão by telephone (11) 9.97879-1146 (from 8:30 am to 5:30 pm) or by e-mail submissaodetrabalho@ganepao.com.br