

Research Competition Rules of Procedure

1. Competition's Scope and Areas

1.1 AIMS Meeting Research Competition aims to encourage, recognize and reward students' achievements in basic, clinical and translational research.

1.2. Merely original research work is accepted. This means that only observational or experimental studies and meta-analysis are eligible to be submitted. Therefore, a systematic review would **only** be eligible if it is statistically supported by a meta-analysis. The candidate must not submit clinical cases, literature reviews or systematic reviews not supported by meta-analysis, or other types of work.

1.3. Projects already published or presented in other conferences are **eligible** to participate in the AIMS Meeting Research Competition.

1.4. The abstracts eligible for submission and acceptance into the Research Competition must belong to one of the following categories:

1.4.1. **Basic Research:** Includes animal experiments, cell studies, biochemical, genetic and physiological investigations, and studies on the properties of drugs and materials with biomedical applications. It comprises areas such as Molecular and Cell Biology, Microbiology, Immunology, Neurosciences, Pharmacology and Biochemistry, among others.

1.4.2. **Clinical Research:** Includes both experimental and observational studies. It involves any research that deals with patients. It comprises areas such as Medicine, Public Health and Surgery, among others.

1.4.3. **Translational Research:** Includes basic science studies in human samples that actively investigate and pursue clinical application. It may comprise the same areas as the ones suggested in 1.4.1.

1.4.4. **Bioengineering and Bioinformatics Research:** Includes both engineering and informatics applications that must have an evident biomedical component.

1.4.5. Any work that is not included in these categories may be submitted as well. Nevertheless, it will be evaluated on a case by case basis, and the Organizing Committee reserves the right to not accept a work if they consider its scope falls outside the AIMS Meeting Research Competition's criteria.

2. Candidates

- 2.1. The research work may be submitted individually or in pairs.
- 2.2. Each original research work may have several non-presenting authors, provided that the presenting student(s) is/are one of them.
- 2.3. The candidate must fit in one of the following conditions:
 - 2.3.1. Be an **undergraduate student, currently attending a health or biomedical sciences course; or a Master's Degree student of the same field;**
 - 2.3.2. Be a **student who graduated (from Bachelor's degree or Master's degree) since January 2023 but conducted his/her research work while being a student.**
- 2.4. Each candidate may only submit one abstract for consideration.
- 2.5. Any research abstract already selected in a previous edition of AIMS Meeting can be submitted again, as long as it has not been awarded with a monetary or internship prize.

3. Phase 1 - Registration in the Competition and Abstract Submission

- 3.1. To successfully complete the registration in the Research Competition, you are required to fill in the **Research Competition Registration Form** until **23:59h (GMT+0:00) of 14th of January, 2023**. This form comprises the abstract submission, presenting and non-presenting authors information, and presenting students proof of enrollment.
 - 3.1.1. The abstract must be written in English. **It has to be organized according to the following structure: introduction, objectives, methods, results and discussion/conclusion**, and the sum of the number of words of these sections, must not surpass the 350 word count limit. The abstract must not include tables, graphs, bibliographic references or the authors' names or affiliations.

3.1.2. The abstract may be submitted even if it does not present the results and discussion at the time of the Abstract Submission Phase. However, in order for it to be selected for the Poster Sessions, the participant must compromise in presenting the results and discussion in their Poster Presentation (to be submitted until the **23th of February, 2023**).

3.1.3. Upload a **copy of the student card or proof of enrollment in a faculty**, according to 2.3, using the dedicated section of the Registration form. The uploaded document's name must consist of the presenting student name. Only .pdf or image files can be uploaded.

4. Admission to the Competition

4.1. After the submission deadline, abstracts will be reviewed by the jury members and all candidates will be notified of the results of the abstract evaluation until the **6th of February, 2023**.

4.2. According to the quality of the abstract and the research conducted (see section 6.3), the jury determines if the application is admitted or rejected.

4.3. Once selected, the participant will be admitted to compete in the **Poster Sessions**.

4.4. The Organising Committee reserves the right to publish the selected abstracts in the abstract/congress book, website, congress platform (if applicable) and in publications of AIMS Meeting's partners. Any other use of the abstracts is conditioned to the authors' permission.

5. Registration in the AIMS Meeting

5.1. **The abstract submission does not guarantee that the research work will be accepted for the Poster Sessions and is independent of the registration process for the Congress** (which opens after the abstract submission). In order to join the AIMS Meeting as a **Presenting Student**, the candidate should pay the congress fee and submit a proof of payment in the Registration Form (see 3.1.3).

5.2. Submitting an abstract to the AIMS Meeting Research Competition that **meets all the criteria mentioned in 1., 2. and 3. guarantees an entry to AIMS Meeting**, pending

payment by the participant, even if the abstract is not admitted for presentation in Poster Sessions.

5.3. The candidate **must wait for the jury's decision** (revealed until the **6th of February, 2023**) to register in the conference as a **Presenting Student** or a **Non-Presenting Student** (in case the abstract is not admitted for presentation in Poster Sessions).

5.4. The candidate must pay the participant's fee upon registration.

6. Jury and Evaluation Criteria

6.1. The jury is composed of accredited physicians and researchers.

6.2. The jury members cannot evaluate the abstracts of which they are authors or have any other type of declared conflict of interests.

6.3. The jury must deliberate on the abstracts, Poster Presentations and Plenary Sessions, according to the following criteria: project relevance and innovation, research design and methods, insights for future research, clarity of the writing of the abstract, organization of poster and slides, as well as oral presentation skills.

6.4. Each phase of the Research Competition evaluation is independent. In case of a tie in the scores of two or more participants in any of the phases, the tiebreaker is the score obtained in the previous phases. If the tie occurs in the Abstract Submission phase, both participants will be admitted to the Poster Sessions.

6.5. The jury's decision is sovereign and cannot be appealed.

7. Phase 2 - Poster Sessions

7.1. The participants whose abstracts are accepted for the Poster Sessions will present their work to the jury. For this, they will submit their **poster** accompanied by a **video recording** of their presentation. After this, the jury will elaborate questions which will be answered in a videoconference call, taking place on the **25th of March 2023**. Participants will be informed about the schedule for these questions and the time they are expected to be present in the videoconference call, as well as the software used, in due time.

7.1.1. Should there be, for any reason, a need to change the day or time of the videoconference call, the participants will be informed in due time.

7.2. The poster must be **written and presented in English**.

7.3. The poster and video must be **sent by e-mail to research@aimsmeeting.org until 23:59h (GMT+0:00) on the 5th of March 2023**. The poster should be in .pdf format with the dimension of 70 x 100 cm and designed in a **vertical orientation**. Should, for any reason, the dimensions for the posters stated in these guidelines be subjected to change by the Organising Committee, the presenting participants will be informed via email. **The poster needs to include, at the heading, the participant's poster number**. The **video** should be in **.mp4 format**, have a **maximum duration of 5 minutes and a maximum size of 50 MB**.

7.3.1. By submitting their posters and audio, the presenting student(s) are allowing the Organising Committee to divulge both of these files on the platform of their choosing, for effects of the Research Competition.

7.3.2. Should the Organising Committee choose to do so, the presenting students' email addresses may be disclosed to the AIMS Meeting participants, so that the congress participants may contact the presenting students. The Organizing Committee may also allow the participants to contact the presenting students through the congress platform, should that feature be available.

7.3.2.1. The Organising Committee does not take responsibility for any emails or contacts that the presenting participants may receive regarding any topic not associated with the Research Competition.

7.3.2.2. Should the presenting student(s) wish to not be contacted in any way by the congress participants, they must inform the Organising Committee until the **1st of April 2023**.

7.4. In case the presenting student(s) is/are not available to attend the videoconference call on the time they are scheduled for, he/she/they must notify the Organizing Committee as soon as possible. The research work may be presented by another author, as long as he/she registers for AIMS Meeting and meets the criteria mentioned in 2.3.

7.4.1. Should the presenting student(s) not inform the Organizing Committee of their inability to be present and not join the videoconference call at the time scheduled, he/she/they will not be able to move further in the competition.

7.4.2. Should the presenting student(s) inform the Organizing Committee of their inability to be present, each case will be examined and, should no solution be found, he/she/they will not be able to move further in the competition.

7.5. During the videoconference call, each participant will have **3 minutes** to answer the jury's questions. They will only have access to the questions during the call.

7.6. Up to three works with the highest score after the evaluation by the jury will then be presented at the Plenary Session. The participants who are selected for the Plenary Session will be informed until the 10th of April 2023.

7.7. If the posters do not meet the jury's minimum standards, they may decide not to select any poster presentation.

8. Phase 3 - Plenary Session

8.1. The Plenary Session will **include no more than three presentations chosen in the Poster Session.**

8.2. The abstracts accepted for the Plenary Session will be presented to the jury on a date to be determined by the Organising Committee, and **to be announced in due time.** This presentation will occur in a videoconference call. Presenting Students will be informed of the presentations program and schedule, as well as the software used for the call, in due time.

8.3. The presentation should be done in Microsoft® PowerPoint or Adobe Acrobat Reader PDF, written in English and sent by e-mail to research@aimsmeeting.org **at least 24 hours before the plenary session recording day.**

8.4. Each presentation should be **10 minutes** long – 6 minutes for student presentation and 4 minutes for discussion, both in English.

8.5. These presentations may be recorded and/or displayed during the AIMS Meeting.

9. Awards

9.1. The three presentations selected for the Plenary Session will be awarded.

9.2. Additional honorable mentions may be awarded to other Poster Session presentations deserving special recognition.

9.3. The jury may decide not to award prizes if the presentations do not meet their minimum standards.

9.4. The prizes may not be awarded ex aequo.

9.5. Certificates of participation will be provided to all Presenting Students.

9.6. The results will be announced publicly **on the 16th of April 2023**.

9.7. All prizes are valid for a year, and as such, must be redeemed before the 16th of April 2024.

10. Monetary Prize Conditions

10.1. The monetary prize **must only be used for educational or scientific research purposes**. (This includes, for example, books and scientific magazines, congresses and faculty fees, travelling expenses for mobility programs or other internships and lab material.)

10.2. The monetary prize will be transferred to the winner's bank account, requiring presentation of the purchase's receipts from the receivers to the AIMS Meeting Organizing Committee. All the receipts presented **must include AEFML's** (Faculty of Medicine of Lisbon Students Local Committee) **Tax Identification Number** (NIF) which is **501 234 209**, and the receipts must be sent to the e-mail research@aimsmeeting.org, in order for us to proceed with the refund.

10.3. If the awarded research work is **presented by two students, the monetary prize is divided by the two students**.

11. Internship Conditions

11.1. Travel and lodging expenses related to the internship will not be supported by the AIMS Meeting Organising Committee or by the institutions that provide the internship.

11.2. The date on which the internship will take place will be agreed between the winning presenting student(s) and the institution that provides the internship, according to each of

the part's availability. If an agreement is not reached until **September 2023**, the internship may not take place, without damage to the AIMS Meeting Organising Committee or the institution that provides the internship.

11.2.1. The internship must be completed until the end of April 2024

11.2.2. If the student awarded is not available to do the internship, it shall then be awarded to the student with the highest score at the Poster Session, excluding the previous winners.

11.2.3. The internship may not be assigned if more than 3 Presenting Students are not available to do the internship.

11.3. When there are two possible internships, the student(s) that won the 1st prize should be the first one/s to choose the preferred internship, followed by the student(s) that won the 2nd prize.

11.4. If the awarded research work is **presented by two students, they will share the same internship with the same tutor.**

12. Final Provisions

The Organising Committee reserves the right to refuse abstracts that do not fulfill the conditions expressed in these guidelines.

13. Omissions

All cases not covered in these guidelines, questions in their interpretation or unforeseen events shall be judged and resolved by the AIMS Meeting 2022 Organizing Committee.

The AIMS Meeting 2023 Organising Committee

