

Abstract Submission Guidelines – ESGENA Nurse Programme @UEG Week, October 4-7, 2025 in Berlin

ESGENA invites colleagues from Europe and all over the world to present their experience, studies and projects at the ESGENA Nurse Programme @UEG Week in October 2025 Berlin. Participants wishing to submit abstracts can do so **only via the electronic submission system on the UEG Week website**. You need to create a myUEG account to be able to submit. Creating an account is for free, <https://ueg.eu/create-account>

Important Dates

Opening of Abstract submission: February 24, 2025
Deadline for Abstract submission: Friday, April 25, 2025; Midnight (CET)

How to submit an Abstract:

1. Abstracts may only be submitted online via the conference website <https://www.ueg.eu/week/> from February 24, 2025, until the deadline of April 25, 2025. Abstracts sent by mail, e-mail or fax will not be accepted.
2. Abstract submitters need a myUEG account to be able to submit. Creating a myUEG account is free, please find more information here: <https://ueg.eu/create-account>
3. Authors are requested to conform to guidelines for submission of abstracts. Abstracts not conforming to the guidelines will not be referred for **review**.
4. Abstracts must be submitted in English and must be presented in English
5. The abstract title should clearly indicate the nature of the investigation.
6. Abbreviations should be avoided in titles but may be used in the text if they are defined at first usage.
7. Choose one primary topic listed on the website which best corresponds to the content of your abstract:
 - i. Patient Care
 - ii. Management & Education
 - iii. Techniques & Assistance
 - iv. Hygiene
8. The abstract should have a logical, scientific structure (Introduction, Aims/Objectives, Methods, Results/Findings, Summary & Discussion, Conclusion, Learning outcomes, References)
9. The abstract should have a nursing relevant content and should add to existing knowledge.
10. The abstract should state **2 things the delegates could learn** from your presentation

11. The abstract should have a minimum of **2 relevant References**, but not more than 10 References.
12. The length of the abstract (incl. Introduction, Aims/Objectives, Methods, Results/Findings, Summary & Discussion, Conclusion, Learning outcomes and tables) must not exceed 3,600 printable characters (incl. spaces). The title of the abstract, references and disclosure are counted separately. Authors and affiliations are not included in the character count!
13. One table per abstract may be included. Each row of the table will be counted as 50 characters. Images are not allowed.
14. The use of trademarks is prohibited, only International Non-proprietary Names (INN), e.g. generic drug names, are allowed.
15. Please ensure that your abstract does not contain spelling, grammatical or scientific errors, as it will be reproduced exactly as submitted.
16. Using publicly available generative AI as a basic tool to support authors in refining, correcting, formatting and editing texts is permissible. Authors must always consider copyright, privacy and confidentiality implications before uploading text and other information to generative AI platforms for the purpose permitted.
17. Generative AI must not be used to create, alter, or manipulate original research data and results.
18. Statements such as “data will be presented” instead of providing the actual data within the abstract will lead to automatic rejection.
19. Abstracts can be saved in draft status and completed later. Make sure to submit abstracts with the status “Draft” before the submission deadline! Only submitted abstracts will be considered for review.
20. The submission system will generate a temporary abstract number upon submission that must be used in all correspondence. If you do not receive this number immediately after your submission, your abstract has not been registered. Please also check your spam folder if you have not received this number.
21. Submission of an abstract constitutes a formal commitment by the author to present the abstract in the session and at the time decided upon by the ESGENA Scientific Committee.
22. Abstracts will be reviewed by a panel of experts and may be selected for oral or poster presentations or may be rejected.
23. Notification of acceptance (for oral or poster presentation) or rejection by the ESGENA Scientific Programme Committee will be e-mailed to the presenting author by beginning of July 2025.
24. Detailed information, guidelines and recommendations for oral or poster presentation, as well as day, time and room will be sent in due time to duly registered presenting authors. The time allotted for each oral presentation will be 10 minutes, followed by 5 minutes of question time. During the poster round, authors of posters should also be prepared to answer questions in English.
25. Accepted abstracts will be published in the ESGENA NEWS and on the ESGENA website. As well as in the UEG online programme and the virtual poster exhibition.
26. Please refer to the [Terms & Conditions](#) for information about UEG’s Disclosure Policy (point 8), License to UEG for Publication of Abstracts (point 9) and Permission for Publication (point 10).

Further Information

If you have any additional questions or need further information concerning nurse abstracts, please contact:
uk-beilenhoff@t-online.de

For technical assistance please contact the support at:

UEG Week 2025 Abstract Management

E-Mail: uegweek.abstract@abstractserver.com

Office Opening Hours:

Monday to Friday 09:00 – 17:00 CET