

INSTRUCTIONS FOR ABSTRACT SUBMISSION – HEAL 2026

Original contributions on the following congress topics are encouraged:

- Speech perception
- Speech-in-noise testing
- Self-administered hearing tests
- Epidemiology
- Genetic issues
- Early identification techniques and methods
- Auditory Processing Disorders
- Speech and language development
- Listening effort
- Cognitive decline
- Quality of life and hearing loss
- Computational Audiology
- e- and m-health solutions
- Auditory modelling
- Auditory Neuroscience
- Artificial Intelligence applications
- Data-driven hearing models
- Effects of occupational and recreational noise
- Tinnitus
- Amplification – technologies and strategies
- Implantable devices
- Auditory training
- Improving Hearing Care and Services
- Remote Care Solutions
- Intervention and Rehabilitation
- Patient Care

Abstracts for the HEAL 2026 Congress must be submitted **exclusively through the official online submission procedure**

https://registrations.meetandwork.com/ABS_Login.asp?!Dcommessa=MW26001&Lang=EN

Submissions sent by email or through other channels will not be accepted.

To submit an abstract, authors are required to **follow the online procedure step by step**.

HOW TO FILL OUT THE ABSTRACT TEMPLATE

Download the “ABSTRACT TEMPLATE” file and insert only the text of your abstract, following these formatting rules:

- **Do not repeat** the title, authors’ names, affiliations, or any other information already entered in the online fields, as these data will be automatically retrieved from the system.
- All abstracts **must be written and presented in English** and should be based on **one of the official topic areas** of the Congress.
- Abstracts should be submitted **online only** using the designated Abstract Form.
- The content of the abstract must be relevant to **one of the topic areas**.
- **Abbreviations** must be spelled out in full the first time they appear in the text, followed by the abbreviation in parentheses (e.g., *Higher Education Area (HEA)*). After the first occurrence, only the abbreviation may be used.
Abbreviations must not be defined or used in the title.
- **Tables, charts, figures, or other graphic elements are not permitted** and will be deleted by the editors.
- At the end of the abstract, authors must provide **3 to 5 keywords**.
- The abstract must not exceed **700 words** and must strictly comply with the following formatting requirements:
 - Font: **Arial (only)**
 - Font size: **10**
 - Text alignment: **Justified**
 - Line spacing: **Single**
 - Text color: **Black only**
 - No highlighting, no colored text (including red), no bold emphasis for formatting purposes
 - No unnecessary spaces, paragraph spacing, or indents

- Tracked changes, comments, or any other Word revision marks must not be included
- Structure
 - Background/Rationale
 - Materials and Methods
 - Results
 - Conclusions

⚠ Important:

The **Abstract Form must contain ONLY the abstract text.**

Abstracts that do not comply with these instructions may be rejected or returned for revision. Authors are therefore strongly encouraged to review all guidelines carefully before completing the online submission.

HOW TO SUBMIT YOUR ABSTRACT

1. Click the button "ABSTRACT SUBMIT"
2. Select "SUBMIT ABSTRACT"
3. Complete all required fields:
 - Submitter: the corresponding author
 - Authors: enter name, one affiliation per author, and email address. Mark the presenting author.
 - Presentation type: choose from the drop-down menu
 - Topic: select from the available list
 - Abstract title: use proper capitalization (no ALL CAPS)
4. Upload the Word file ABSTRACT TEMPLATE properly filled out as explained in *HOW TO FILL OUT THE ABSTRACT TEMPLATE* paragraph
5. Click "SAVE"
6. Scroll down and click "Preview abstract"
7. In the preview window:
 - Check all details carefully
 - Click "Confirm abstract data"
 - Then click "Submit abstract"

After submission

- The system will send a confirmation email to the submitter including:
 - Abstract ID
 - UserID and PIN to access the personal area (also required for presenter registration).

Important notes

- If you do not receive the confirmation email, check your spam/junk folder.
- In case of technical issues or missing confirmation, please contact the Organizing Secretariat:

 **abstract@meetandwork.com**

- The Scientific Committee reserves the right to review all submissions and confirm or modify the selected presentation type.
- Once submitted and confirmed, abstracts cannot be edited. With the UserID and PIN you will only be able to log back in to verify the uploaded version.
- Abstracts sent by email or fax will not be considered under any circumstances.

Important dates:

Deadline for abstract submission: **January 31st, 2026**

Notification of acceptance: **March 2nd, 2026**

Deadline for presenters' registration: **March 31st, 2026**