

ABSTRACT SUBMISSION AUTHOR GUIDELINES FOR ORAL COMMUNICATION OR POSTER PRESENTATION

A. GENERALITIES

This online abstract submission will close on **September 30, 2025**. No late abstracts will be accepted. Presenting authors will be notified of the Scientific Committee's decision regarding acceptance of their abstracts.

Only abstracts submitted via the online system will be considered. Please do not send abstracts by email, they will be returned.

Please note that abstracts submitted for an oral communication will automatically be considered for a poster presentation if not selected for an oral communication. **Do not submit abstracts twice. Double submissions will be discarded from the system.**

Oral communications can only be presented in-person in San Diego, CA (USA). If you are planning on attending remotely you can only submit for a poster presentation that will be presented in our Virtual Poster Hall.

B. STEP-BY-STEP ONLINE SUBMISSION GUIDELINES

Step 1: In the scroll down menu for type of presentation select the type of presentation **“ORAL COMMUNICATION presented in-person”** or **“POSTER PRESENTATION presented in-person”** or **“POSTER PRESENTATION presented remotely”** – Attention do not submit the same abstract for an oral communication and a poster presentation, if your abstract is not accepted for an oral communication, it will be automatically considered for a poster presentation.

Step 2: In the scroll down menu for topics make sure you select the topic of your choice from those listed below

- | | |
|--|--|
| 1. Clinical trials: methodology | 12. Proof of Concept for Alzheimer Drug Development interventions |
| 2. Clinical trials: results | 13. Translational research |
| 3. Clinical trials: imaging | 14. Beyond Amyloid and Tau |
| 4. Clinical trials: biomarkers including plasma | 15. Clinical Trials Early Career Investigator Showcase (See Category Description HERE) |
| 5. Clinical trials: cognitive and functional endpoints | 16. Digital Health/E-trials |
| 6. Cognitive assessment and clinical trials | 17. Artificial Intelligence in AD Clinical Trials |
| 7. Behavioral disorders and clinical trials | 18. Biotech Showcase (the best abstracts in this category will be featured in our Biotech Showcase Sessions (See HERE)) |
| 8. Health economics and clinical trials | |
| 9. Epidemiology and clinical trials | |
| 10. Animal model and Preclinical trials in AD | |
| 11. New therapies and clinical trials | |

Step 3: Enter the name and affiliation of the presenting author

- Enter names and affiliation of co-authors as needed – Maximum of 15 co-authors is allowed.
- **A picture of the presenting authors is required**, you will be asked to upload the picture in .jpeg or .png (this will be used for the online app)
- **Bio of the presenting author** is required you will be asked to enter the bio after the abstract text. Attention text is limited to 200 words.

Step 4: In the dedicated box please enter the text of your abstract according to the instructions below

C. AUTHOR INSTRUCTIONS

- *Data presented:* Abstracts submitted at CTAD must be new data or updated data. Encore abstracts are not accepted and will not be selected for presentation and/or publication.
- *Abstract selection:* Abstracts are selected on a peer-review basis by the [CTAD Scientific Committee](#)
- *Abstract publication:* Abstracts accepted for presentation at CTAD 2025 will be published in a supplement of [the Journal of Prevention of Alzheimer's Disease](#) after the event. It is thus essential to follow the below instructions in preparing your abstract. Abstracts submitted in an inappropriate format will not be considered for presentation and/or publication.
- *Structured abstract:* Abstracts must be structured with the following headings in bold font: Background, Methods, Results, Conclusions, Keywords, Disclosures, References
- *Disclosures:* All authors are responsible for recognizing and disclosing any conflict of interest that could be perceived to bias their work, making known all financial support, grants, and any other personal connections. Biographical descriptions should be avoided but we do want transparency, delivered in a concise and full sentence
- *Abstract text* is limited to 850 words excluding keywords, disclosures and references
- *Additional material:* Tables, graphs and figures **are not** permitted
- *Trademarks:* Generic drug names are preferable to trademarked, brand-named drugs (for example, use acetaminophen as opposed to Tylenol, Johnson & Johnson Consumer, Inc., US). In all abstracts where brand or trade names are included the manufacturer names and locations are also required.
- *References:* References and citations to previously published work should be avoided. Where cited and necessary it is acceptable to provide abbreviated references with the DOI or web links to sources. Where the DOI or web links are not available the references should conform to the Journal format for reference lists.
- *Copyright:* In submitting your abstract via the CTAD online submission system you agree to the transfer of copyright to Serdi and Elsevier publishers of the Journal of Prevention of Alzheimer's Disease.
- *Author duties:* In submitting your abstract via the CTAD online submission system you agree to abide by the author duties available here: <https://www.ctad-alzheimer.com/author-duties>
- *Declaration of generative AI in scientific writing*

Authors must declare the use of generative AI in scientific writing upon submission of the paper. The following guidance refers only to the writing process, and not to the use of AI tools to analyse and draw insights from data as part of the research process:

Generative AI and AI-assisted technologies should only be used in the writing process to improve the readability and language of the manuscript.

The technology must be applied with human oversight and control and authors should carefully review and edit the result, as AI can generate authoritative-sounding output that can be incorrect, incomplete or biased. Authors are ultimately responsible and accountable for the contents of the work.

Authors must not list or cite AI and AI-assisted technologies as an author or co-author on the manuscript since authorship implies responsibilities and tasks that can only be attributed to and performed by humans.

The use of generative AI and AI-assisted technologies in scientific writing must be declared by adding a statement at the end of the manuscript when the paper is first submitted. The statement will appear in the published work and should be placed in a new section before the references list. An example:

Title of new section: Declaration of generative AI and AI-assisted technologies in the writing process.

Statement: During the preparation of this work the author(s) used [NAME TOOL / SERVICE] in order to [REASON]. After using this tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the published article.

The declaration does not apply to the use of basic tools, such as tools used to check grammar, spelling and references. If you have nothing to disclose, you do not need to add a statement.

Step 5: In the dedicated box please enter the key takeaway message (maximum 35 words) for your abstract

Abstract text sample:

Title : Properties of the meeting abstract: Mystery elements explained

¹Given M Family, ²Kong-sang (Jackie) Chan, ^{1,2}Victoria Von Waltz, ²on behalf of RSMA workgroup

¹University of Abstraction, Boston, MA, USA; ²Royal Society of Meeting Abstracts (RSMA), Wan Chai, Hong Kong, PR China.

Background: The Background includes what is already known and what is not known about the subject, and so describes the purpose for the presentation and aim of study. It is important here and throughout to avoid using acronyms or perpetuating misspellings and jargon from previous work.

Methods: The Method section will include details on how the study was carried out [1], such as sample sizes (and variations), source of sample if limited or defined by location, any requirements for inclusion, and duration of the study [2]. Generic drug names are preferable when describing dosage [3].

Results: The Results section should have detailed findings and comparisons summarized in complete sentences. The data will be used to define the Conclusion, which may be negative, or may not be significant. If all data cannot be shared and summarized in the limited space it may be helpful to deposit data in an open repository and focus on the primary purpose.

Conclusion: In addition to briefly summarizing the results, this section may also highlight new or unexpected results and advise on future studies. Statements may only refer to the author conclusions collectively and within a wider perspective rather than offering individual and subjective opinions.

Keywords: clinical trial phase, short phrases, limit of four.

Clinical Trial Registry: NCT12345678; <https://clinicaltrials.gov>

Data Deposition: <https://dx.doi.org/00.0000/m0.figshare.000000.v1>

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References

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2. Author B, et al. *Book Title*. Publisher; 2013: 369–377. <http://doi.org/00.0000/b.000000000>
3. Program Name. Version XX. Company Name; 2016. Accessible: <http://www.includethewebaddress.com>
4. ABC Committee. *Guide for Authors*; 2016:1552-1554. <https://www.springer.com/gb/authors-editors/authorandreviewertutorials/writing-a-journal-manuscript/figures-and-tables/10285530>

Keytakeaway message: A properly structured abstract is essential for the submission process.