



INTERNATIONAL GYNECOLOGIC CANCER SOCIETY (IGCS) and
INTERNATIONAL GYNECOLOGIC CANCER ADVOCACY NETWORK (IGCAN)

ADVOCACY SUMMIT ABSTRACT SUBMISSION GUIDELINES

Submission Deadline: **Monday, May 25, 2026, 23:59 ET**

Notifications Sent: **by June 29, 2026**

****THERE WILL BE NO EXTENSION FOR SUBMISSION DEADLINES.**

RULES FOR SUBMISSION

IGCS-IGCAN invites all advocates involved in gynecologic cancer to submit an abstract. Please follow the guidelines below when preparing your submission.

- Introduction/Problem, Stakeholders, Engagement, and Results (including ongoing) must be clearly identified within the submission.
- It is recommended to use word-processing software (for example, Word or Grammarly) to edit your abstract and count the number of words before placing the text into the submission portal.
- Ensure the accuracy of your contact information and review the abstract for grammar, spelling, and punctuation prior to submission.
- Abstract information **cannot** be altered after the submission site is closed. Please save your login and password, as you will need them to edit/view draft abstracts before the submission deadline. It is recommended to save or print a copy of your abstract for your records.
- Incomplete abstracts will **NOT** be considered for presentation.
- Abstracts received after the deadline will **NOT** be considered.

- The submitting author is required to ensure that all co-authors are aware of the content of the abstract before submission.
- There is no limitation on the number of submissions per user.
- Your abstract is not successfully submitted until you receive a confirmation email after clicking the final submit button. If you do not receive a confirmation email, please check your spam folder first and contact us at igcan@igcs.org for assistance

ABSTRACT ACCEPTANCE AND INCLUSION INTO THE SUMMIT

Advocacy Summit Chairs will determine the presentation type of each accepted abstract.

- The **submitting** author will receive confirmation of submission and the initial correspondence regarding the abstract. After the abstract review and program allocation, the **presenting** author will receive the notification of the outcome and all subsequent correspondence regarding their participation in the meeting. To ensure smoother communication, where possible, we advise that the author who intends to present the abstract is the one who submits it.
- All accepted abstracts are **required to provide an E-Poster** that will be uploaded to igcs.org website.
- **ePoster** accepted abstracts are **not required** to attend the Summit.
- **IMPORTANT:** The **presenting authors** of accepted printed poster and oral presentation abstracts must **register** for the IGCS-IGCAN 2026 Advocacy Summit in order for their abstract(s) to be included in the program. Registration for the Summit is FREE.
 - Presenting authors will receive regular reminders to complete their registration in the weeks following the sending of the abstract notifications.
 - The presenting author is advised to use the same email that was entered into the abstract submission portal at the time of

registration, as registration records are checked against the presenting author's details.

- o It is the assigned presenting author's responsibility to notify the meeting organizers in case of any changes, since registration records are checked only against the presenting author's contact details.
- o To assign a different author from the co-author list as the presenter or to update the presenting author's email address, please contact the organizers at igcan@igcs.org.

ABSTRACT SUBMITTER'S DECLARATION

Before submitting the abstract, the Abstract Submitter will be required to confirm the following:

- I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected in any way after the final submission.
- Submission of the abstract constitutes the consent of all authors to publication (e.g. meeting website, programs, other promotions, etc.)
- The Abstract Submitter warrants and represents that no part of the information and content provided by him/her (Hereafter: the "Content") to IGCS-IGCAN nor the publication of any such Content by each of the IGCS-IGCAN, on the internet or otherwise infringes any third party rights, including but not limited to privacy rights and/or intellectual property rights.
- The Abstract Submitter grants IGCS-IGCAN the license and right to use, reproduce, publish, translate, distribute, and display the Content or any part thereof, in any manner and on any platform or media whatsoever, in each Organizer's absolute discretion, on a royalty-free, perpetual, irrevocable, nonexclusive basis.
- I herewith confirm that the contact details saved in this system are those of the presenting author, who will be notified about the status of the

abstract. The presenting author is responsible for informing the other authors about the status of the abstract. The submitting author may request to be copied on the abstract correspondence.

- I understand that the presenting author must be a registered participant.
- IGCS-IGCAN reserves the right to remove from publication and/or presentation an abstract that does not comply with the above.
- I confirm that I have received the consent of all authors.

TOPICS

Abstracts should have a focused topic. Topic suggestions:

1. Patient Advocacy & Community Engagement
2. Awareness & Education
3. Global Health, Equity, and Access
4. Patient-Centered Care & Survivorship
5. Research & Clinical Trial Involvement
6. Prevention & Screening
7. Support Networks & Community Organizations
8. Policy Development
9. Tumor-Specific Advocacy
 - Cervical Cancer
 - Ovarian Cancer
 - Endometrial & Uterine Cancer
 - Vulvar & Vaginal Cancer
 - Rare Cancers

GENERAL REQUIREMENTS FOR ABSTRACT SUBMISSION

Title

The title is limited to 25 words and should be in UPPER CASE.

Text

The abstract text is limited to 250 words.

Text Guidelines

- Write your text in proper English (American or British usage is accepted, but not a mixture of these). Use decimal points (not commas). Please carefully check your spelling.
- Use the appropriate letters and numbers (e.g., 0 – zero vs. the letter O).
- If you use special symbols (such as \geq or \pm , etc.), make sure they are visualized correctly in the final preview of your abstract.
- Use only one space after colons and periods.
- Do not use abbreviations in the title of the abstract. Standard abbreviations may be used without definition in the text. Nonstandard abbreviations (kept to a minimum) must be placed in parentheses after the first use of the word or phrase abbreviated.
- You may upload up to two (2) images, tables, diagrams, and/or graphs in total in JPEG, PNG, or JPG format only. Other file types cannot be accepted. Please note that images may be resized to fit in the final printed material. The maximum file size of each graph/image is 500 KB.

Authors

Provide contact information for each author. There is no limitation on the number of authors and the submissions per user.

- The presenting authors of accepted submissions will be required to prepare for their presentation in accordance with the presentation guidelines, which are sent out together with the abstract notifications (including preparing PPT slides, printed posters, e-posters, etc., based on the abstract acceptance category).

ABSTRACTS

All accepted submissions will require an e-poster. A subset will also be selected for oral presentation or featured printed poster presentation.

The text for both the abstract and poster should be organized into four section headers as follows:

- **Introduction/Problem**

A brief statement identifying the issue or gap being addressed, includes relevant background information and contexts that establishes the importance of advocacy work.

- **Stakeholders**

Identify the key individuals, groups, or organizations involved in or affected by this issue.

- **Engagement**

Describe the methods, strategies, or activities used to engage stakeholders and address the problem. This may include awareness campaigns, community outreach, policy initiatives, educational programs, or patient involvement efforts.

- **Results (including ongoing)**

A summary of the outcomes and findings resulting from the advocacy work, includes measurable impacts, changes in policy or practice, lessons learned, and implications for future advocacy, research, or healthcare delivery. This section for advocacy posters should focus more on lessons learned and potential takeaways for future projects that others can utilize and learn from. Results should be shared in form format including graph, picture, table, writing statement, other forms, etc.

ABSTRACT PRESENTATION CATEGORIES

Oral Presentations

A limited number of meritorious abstracts will be accepted for oral presentations. The presentations usually occur during the Summit programming. Presenters are required to attend the Summit in Montreal, Canada.

Featured Printed Posters (Poster Rounds sessions)

Abstracts will be invited to display a traditional printed poster as part of the engagement area onsite. Attendees will be able to view the posters during the meeting and hear the short verbal presentations during the scheduled Poster Rounds with sessions. Poster presenters are also required to submit an electronic version prior to meeting using pre-defined specifications, which will be shared upon acceptance. Presenters are required to attend the Summit in Montreal, Canada.

E-Posters: All accepted abstracts must provide an E-Poster.

An E-poster is an electronic poster displayed digitally. Meeting registrants will be able to view the electronic posters during the meeting via the igcs.org website. E-poster presenters are required to submit their e-posters prior to the Summit using pre-defined specifications, which will be shared upon acceptance. Further details will be shared upon acceptance. ePoster accepted abstracts are not required to register and attend the Advocacy Summit in Montreal, Canada to showcase an ePoster.

QUESTIONS

For any questions regarding the above guidelines and regulations or any other matter pertaining to abstract submission for the 2026 Advocacy Summit, please contact igcan@igcs.org and we will be pleased to assist you.

SUBMISSION CHECKLIST

Before submitting your abstract, please ensure:

Content

- Abstract is written in English
- Abstract does not exceed 250 words
- Title is \leq 25 words and in UPPER CASE
- Abstract follows required headings:
 - Introduction/Problem
 - Stakeholders
 - Engagement
 - Results (including ongoing)

Formatting

- No author or institutional identifiers in the abstract body (if required—confirm if this is intentional)
- Content is clear, concise, and relevant to advocacy

Images / Tables (optional)

- Maximum of 2 images/tables/graphs
- File format is JPG, JPEG, or PNG

- Each file is ≤ 500 KB

Submission Process

- Submitted via the official website
- Submission completed before May 25, 2026, 23:59 ET
- All required fields in the submission form are completed

Presenting Author

- Presenting author is identified
- Presenting author is prepared to register and present if accepted