## IMPORTANT DATES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABSTRACT SUBMISSION OPENS</td>
<td>March 27, 2017</td>
</tr>
<tr>
<td>ABSTRACT SUBMISSION DEADLINE</td>
<td>September 8, 2017 at 23.59 (CET)</td>
</tr>
<tr>
<td>Notifications of Acceptance</td>
<td>Mid-October, 2017</td>
</tr>
<tr>
<td>Early Registration Deadline</td>
<td>November 3, 2017</td>
</tr>
<tr>
<td>Mid Registration Deadline</td>
<td>December 27, 2017</td>
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<tr>
<td>Late Registration Deadline</td>
<td>January 24, 2018</td>
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<tr>
<td>Onsite Registration</td>
<td>January 24, 2018 – March 8, 2018</td>
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</tbody>
</table>

**Meeting Proceedings will be published in the JNS**

## CONGRESS VENUE

JW Marriott Marquis Hotel Dubai  
Sheikh Zayed Road, Business Bay Dubai  
121000 United Arab Emirates  
www.jwmarriottmarquisdubailife.com

## PROGRAM OVERVIEW

<table>
<thead>
<tr>
<th>DAY 1</th>
<th>DAY 2</th>
<th>DAY 3</th>
<th>DAY 4</th>
<th>DAY 5</th>
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</thead>
<tbody>
<tr>
<td>SUNDAY MARCH 4th</td>
<td>MONDAY MARCH 5th</td>
<td>TUESDAY MARCH 6th</td>
<td>WEDNESDAY MARCH 7th</td>
<td>THURSDAY MARCH 8th</td>
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<tr>
<td>Early Morning Seminars</td>
<td>Early Morning Seminars</td>
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<tr>
<td>Scientific Sessions</td>
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<td>LUNCH</td>
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<tr>
<td>Registration opens</td>
<td>Scientific Sessions</td>
<td>Scientific Sessions</td>
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<tr>
<td>Special Topic</td>
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<tr>
<td>Seminars</td>
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**OPENING RECEPTION**

CONGRESS CLOSING RECEPTION

Visit our meeting website for more information and registration  
www.LGKS2018.com  
Password Gamma2018

Visit our abstract submission center to submit  
CLICK HERE TO SUBMIT
GENERAL ABSTRACT SUBMISSION INFORMATION

Be part of LGKS 2018 and share your work and research with the international radiosurgery community. Submit abstracts for consideration for an oral or electronic poster presentation at the Meeting.

PRESENTATION FORMATS

Abstracts are submitted for either oral or electronic presentation:

- **Oral Presentations:** The highest-scored abstracts will be selected for oral presentations and will either be allocated a 10 minute slot in a General Scientific Session, or a 5 minute slot in a Rapid Reports Session. These sessions take place Monday through Thursday. Abstracts submitted for oral presentation that do not receive a high enough score are automatically assigned as Electronic Posters.

- **Electronic Posters:** These E-posters are available through the LGKS 2018 Meeting website and App during the meeting. There are no physical presentations of these posters. After the meeting, the E-posters will also be available on the Society website.

SUBMISSION CATEGORIES

When you submit your abstract, please indicate which of the following categories is most applicable.

1. BENIGN TUMORS
2. MALIGNANT TUMORS
3. VASCULAR DISORDERS
4. FUNCTIONAL DISORDERS
5. OCULAR DISORDERS
6. RADIOBIOLOGY
7. IMAGING
8. PHYSICS & QUALITY ASSURANCE (QA)

PROCESS OVERVIEW

**Step 1:** Read the Policies and Requirements, Layout Guidelines and Terminology Guidelines for the submission of abstracts.

**Step 2:** Write your abstract following these guidelines using a maximum of 400 words excluding author names, affiliations and abstract title.

**Step 3:** Visit the Abstract Center (link below) and follow the instructions on how to submit your abstract(s).

**Step 4:** Once submitted, please make sure to keep your confirmation email with your abstract reference number. Authors will be notified of acceptance via e-mail by mid-October, 2017.

Please visit our abstract submission center at www.abstractserver.com/lgks2018/absmgm.

PRESS HERE TO SUBMIT
ABSTRACT POLICIES & REQUIREMENTS

An abstract must contain sufficient information so that if published it will be a complete report independent of presentation. The text should not contain statements alluding to results or conclusions not presented within the text.

• **Presenting authors** will be required to register for the meeting in order to ensure their abstract(s) is included in the final abstract collection.

• **All submissions must be completed electronically** via the online submission facility. If you are unable to submit in this manner, please contact the abstract submission system manager by sending an email to info@abstractbutlogic.se.

• **All abstracts must be prepared according to the guidelines provided.** Abstracts will only be accepted and published if submitted in accordance with the supplied template.

• **There is no limit to the number of abstracts** that may be submitted by one author. However, splitting a body of work into multiple abstracts is discouraged and consolidation into one abstract is preferred.

• **In submitting your abstract you are consenting for the abstract to be published** in a digital abstract book that will be provided to all delegates onsite as well as made available on www.LGKSociety.com behind password protection.

• **The meeting organizers and abstract system managers do not take any responsibility** for submission errors caused by Internet service outages, hardware or software delays, power outages or unforeseen events.

• **Abstracts submitted for oral presentation that do not receive a high enough score are automatically assigned as electronic posters.**

STANDARDIZATION OF TERMINOLOGY

There is an ongoing initiative to agree on a standardized terminology for radiosurgery. Following the publication of the First Report, highlighting recommendations for reporting volumes, dose to target, planning quality and dose to organs at risk, we encourage you to use the recommended terminology in all abstracts submitted to and presented at the 2018 Society Meeting.


REVIEW PROCESS & ACCEPTANCE

Submitted abstracts will be reviewed and scored independently by peer reviewers. To guarantee transparent and objective reviews, the identities of the abstract authors are not disclosed. Reviewers rate each abstract on a scale of 1 to 6 on each of the following three criteria:

• **Clinical Relevance**
• **Quality of Science**
• **Novelty of Contribution**

Oral presentations are slotted into the scientific program in accordance with the average scores received. Abstracts submitted for oral presentation that do not receive a high enough score are automatically assigned as electronic posters.
**ABSTRACT FORMAT & LAYOUT GUIDELINES**

- **Abstracts must not exceed 400 words.** The word limit relates only to the text of the abstract and does not include abstract title, author names and institutions/affiliations.
- **Abstracts addressing cost effectiveness are encouraged.**
- **Formatting is preserved** (italics, bold, superscripting, subscripting, underlining) and symbol characters (ie ±, μ, ß) may be used.
- **Abstracts should be free of typographical and grammatical errors.**
- **Standard abbreviations may be used for common terms only.** Otherwise, any abbreviation should be given in brackets after the first full use of the word. Abbreviations may be used in the title, provided the name in full is outlined in the body of the abstract.
- **Authors who wish to indicate multiple organizational affiliations should do so using superscript numbers** to indicate the author’s institution followed by city and country (in this order). Do not include degrees or professional titles (e.g., Dr, Prof., M.D., etc.).

### Template Example - Max 400 Words

<table>
<thead>
<tr>
<th>Abstract Title</th>
<th>D. Wilson¹, J.K James², S. Smith³</th>
</tr>
</thead>
<tbody>
<tr>
<td>¹ Affiliation of author 1</td>
<td></td>
</tr>
<tr>
<td>² Affiliation of author 2</td>
<td></td>
</tr>
<tr>
<td>³ Affiliation of author 3</td>
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</tr>
</tbody>
</table>

**OBJECTIVE**
1. What is the background behind your study?
2. What is the purpose of your study?

**METHODS**
1. Describe what you did.
2. Describe your patient group.

**RESULTS**
1. Describe your main findings.
2. Describe the main limitation of this study.

**CONCLUSION**
1. Describe your main conclusion.
2. Describe the importance of your findings and how they can be used by others.
   Please do NOT include references.

### NEXT GENERATION PROGRAM

**SUBMIT YOUR ABSTRACTS TODAY AND COMPETE FOR THE YOUNG INVESTIGATOR AWARD**

Doctors Arjun Sahgal and Jason Sheehan are leading a ‘Next Generation’ session at the meeting. The six highest scoring abstracts from authors aged 40 years old or younger will be invited to present during this session. Doctors Sahgal and Sheehan will also present a Young Investigator Award for the first place candidate at the Awards Ceremony at the meeting.
The Society has reserved rooms at the meeting venue **JW Marriott Marquis Dubai** that meeting attendees can book at a discounted rate. Please note that rooms reserved for Meeting attendees are limited and available on a first-come, first-served basis. We therefore advise you to book your accommodation as soon as possible to secure a room at the discounted rate.

As a hotel guest you will enjoy the advantage of staying at the congress venue, where all scientific sessions will take place as well as the social events.

**Address**
JW Marriott Marquis Hotel Dubai
Sheikh Zayed Road, Business Bay
Dubai, 121000 United Arab Emirates

**HOTEL WEBSITE:** [www.jwmarriottmarquisdubailife.com](http://www.jwmarriottmarquisdubailife.com)

**BOOK ACCOMMODATION**
When registering, you will have the option to add a hotel reservation at the JW Marriott Marquis. If you have registered without adding accommodation you can do so at a later stage via the link in your confirmation e-mail. Rooms reserved for Meeting attendees are limited and available on a first-come, first-served basis.

**TRAVEL INFORMATION**

**FLY WITH EMIRATES AND GET A DISCOUNT**
Meeting attendees are responsible for their own travel arrangements and cover their travel costs to and from Dubai. However, we are pleased to announce that Emirates Airline, [www.emirates.com](http://www.emirates.com), has been selected as the official airline for the 19th Leksell Gamma Knife Society Meeting, offering meeting participants reduced fares.

**VISA REQUIREMENTS**
What kind of visa you need to enter the UAE depends on several factors, such as your nationality, the purpose of your planned visit and its duration. Guests who are staying at JW Marriott Marquis will be assisted with their visa applications by the hotel.

**MORE INFORMATION:** [www.lgks2018.com](http://www.lgks2018.com) (password: Gamma2018)
QUESTIONS REGARDING ABSTRACT SUBMISSION

All questions relating to the Abstract Submission site will be answered by the Abstract System Manager, Anna Ahnlund.

info@abstractbutlogic.se