



**22 to 24 April 2026**  
**ACC Liverpool**

## **ABSTRACT SUBMISSION GUIDELINES**

**Deadline for Submission: Thursday 9 October 2025, 23:59 (BST)**

Do you have a project, study, or piece of work you'd like to share?

Submitting an abstract for the Diabetes UK Professional Conference 2026 is a fantastic opportunity to share your work with fellow healthcare professionals involved in diabetes care. It's also a great way to build your CV, demonstrate your expertise, and support your ongoing professional development.

### **Deadline**

The deadline to submit your abstract is **Thursday 9 October 2025, 23.59 (BST)**. We cannot accept late submissions or abstract and author amendments after this date, so please ensure that you have submitted and double checked your submission with plenty of time.

### **Encore abstracts**

- If your abstract has already been presented, published, or accepted for presentation/publication elsewhere prior to the Diabetes UK Professional Conference 2026, it can **only** be submitted under the Encore category. Submissions to any other category will not be considered.
- Encore abstracts are those that have been presented and/or published between 9 October 2024 and 9 October 2025, including at the Diabetes UK Professional Conference 2025.
- Corporate submissions are permitted in this category.
- Encore abstracts must cite the original presentation and/or publication.
- Abstracts submitted in this category will be peer reviewed and a limited number will be selected for a poster presentation in an Encore section only.
- Encore abstracts that are accepted for presentation will not be published.

### **Things to consider before you submit an abstract**

- You do not need to be a member of Diabetes UK to submit an abstract.
- You do not need to be a diabetologist or endocrinologist to submit an abstract. We encourage relevant submissions from all health professionals.

- All accepted abstracts (*except those submitted to the Encore category*) will be published in a digital conference abstract supplement of the Diabetic Medicine journal.

## Using the abstract submission system

Submitting an abstract is a multi-step process. Some questions are marked “required” and you will not be able to complete your submission until these questions have been answered. You will save your work as you proceed through the pages, however if you have to stop part way through the process your submission will not be saved or submitted and you will need to start the submission process again. Therefore we advise you to read this submission guideline document as well as the editorial guidelines thoroughly before starting your submission.

## Amending a submission

If you wish to amend your submission you can do this at any time up to the deadline of **Thursday 9 October, 23.59 (BST)**.

## Key deadlines

|   |                                 |
|---|---------------------------------|
| Submission deadline                                   | Thursday 9 October, 23.59 (BST) |
| Notification of outcome of submission                 | Mid-December 2025               |
| Deadline to confirm acceptance and presenting authors | Monday 12 January 2026          |
| Deadline for presenting authors to register to attend | Friday 20 February 2026         |

## Other information

You will receive an email confirmation that your submission has been received, indicating the abstract submission ID which it has been allocated. Please refer to this abstract number in all correspondence regarding the submission. Please note the email address that you supply in the Submitter Details page will be the email address used to correspond the outcome of your submission. If you change email addresses during this time, please let us know so we can update the system.

Please check your junk/spam folders and contact [diabetesuk.abstracts@wonderly.agency](mailto:diabetesuk.abstracts@wonderly.agency) if you submit an abstract and do not receive confirmation that it has been received.

## Queries and withdrawing a submission

If you have any queries about the submission process or you want to withdraw your submission please contact us at [diabetesuk.abstracts@wonderly.agency](mailto:diabetesuk.abstracts@wonderly.agency) referencing your submission ID number.

## Please read the instructions below carefully before preparing your abstract

- Aim to capture the Diabetes UK Professional Conference Organising Committee's (PCOC) interest.
- Be clear and concise.
- Check the abstract carefully for spelling, grammar, readability and clarity as it will not be edited or corrected.

### Q1 Submitter contact details

Please enter the contact details of the person submitting the abstract. Please note that all correspondence will be sent to the submitter until Friday 20 February 2026. After this, all correspondence will be sent to the presenting author.

### Q2 Topics

You will be required to submit your abstract to the most relevant topic.

- **Basic science:** Biomedical laboratory science including animal studies, molecular genetics, immunology, beta cell biology and fundamental studies of insulin action.
- **Clinical science:** Human studies involving physiological and metabolic measurement, human vascular biology, mechanistic epidemiology and clinical pharmacology.
- **Patient education and self-management:** The science, practice and process of patient educational care and other initiatives that support self-management, such as care planning. Development, production and evaluation of patient educational material and programmes of education or self-management for all people (children, adolescents, adults and carers) with diabetes. To include all methodologies: quantitative, qualitative, narrative and experimental.
- **Professional education:** The art, science, practice and process of professional education. To include the development, delivery and/or evaluation of creative, innovative and unique educational material(s) and programmes aimed at all healthcare professionals (not patients) involved in the treatment, care and/or management of diabetes. To include all methodologies: quantitative, qualitative, narrative and experimental.
- **Psychological care:** Epidemiology of psychiatric disorders and psychological problems in people with diabetes; evaluation of psychological treatments and other complex interventions; role of psychotropic medication; measuring psychological processes and innovations in health service delivery.
- **Clinical care:** Studies relating to the epidemiology, diagnosis and treatment of diabetes and its complications. The evaluation of healthcare delivery, i.e. clinical

goals and organisational structures. Clinical Care abstracts should be entered in one of the following sub-categories:

- 1. Management**
- 2. Complications**
- 3. Healthcare delivery & improvement**

- **Case reports:** Abstracts detailing case reports and case studies.
- **Encore:** Abstracts that have been presented and/or published elsewhere between 9 October 2024 and 9 October 2025, including at the Diabetes UK Professional Conference 2025.

### Q3 Title

- Your suggested title should be succinct yet clearly describe the abstract.
- Use sentence case, i.e. the first letter of the sentence is capitalised, with the rest being lowercase.
- Acronyms are not permitted in the title and should be written in full.
- The titles of accepted abstracts will be published in the final programme on the conference app as well as the conference abstract supplement of the Diabetic Medicine journal.
- Maximum 160 characters including spaces.
- Please refer to the editorial guidelines for more detailed information.

### Q4 Poster headings

All submissions require a poster heading, with options provided on the submission form. If accepted for a physical poster presentation, you will be required to include the heading on your poster. The Diabetes UK PCOC reserves the right to amend poster headings if necessary.

### Q5 Abstract Awards

There are ten awards that abstracts may be eligible for: three oral awards and seven poster awards. If you wish to be considered for an award, please review the eligibility criteria for each before commencing with submission, and indicate your selections on the submission form. Abstracts may be submitted for multiple awards if they meet the eligibility criteria; however, each abstract can only be shortlisted for one award.

Please note that the Basic Science and Clinical Science awards are only open to researchers who are 35 years of age and under on 22 April 2026.

Submitters are responsible for reviewing and understanding the eligibility criteria for their chosen awards, and for confirming that all requirements are met.

- [Diabetes UK Education and Self-management Award](#)
- [Young Diabetologist & Endocrinologist Travel Award](#)
- [Diabetes UK Early Career Investigator Award](#)
- [Diabetes UK Basic Science Award](#)
- [Diabetes UK Clinical Science Award](#)

- Diabetes UK Primary Care Award
- Diabetes UK Psychological Care Award
- Diabetes UK Nursing and Allied Healthcare Professional Diabetes Research Award
- Diabetes UK Paediatric Diabetes Award
- Diabetes UK Young People's Diabetes Service Award

The Diabetes UK PCOC will invite a panel of judges to anonymously score all eligible abstracts for shortlisting. Each award category will have a dedicated session during the Conference where shortlisted abstracts will be presented and judged. Depending on the specific award, presentations accompanied by slides, will be between 5 to 15 minutes in length. Award winners will be announced at the Awards Ceremony, scheduled for Friday 24 April.

## **Q6 Publication**

- A digital conference abstract supplement of the Diabetic Medicine journal will include all accepted abstracts, with the exception of Encore abstracts.
- However, on the submission form you will be asked to agree to the publication of your abstract in the DMJ and you have the option to opt out of publication.
- Please note that all submitted information, including the abstract, its title, and author details, will be published exactly as received by the submission deadline. Amendments will not be possible after submission.
- As part of the review process, abstracts will be approved by the Ethical Committee for publication.

## **Q7 Conflict of Interest**

- Please give details of any potential conflicts of interest that you could have as part of your abstract submission, financial or otherwise, which could influence or be perceived to influence the content of the abstract.
- Abstract authors must declare any funding received or conflict of interest as part of their abstract submission and any subsequent presentation.
- Indicate on the submission form whether or not the abstract has been funded or part-funded by a grant from Diabetes UK.
- Failure to do so may lead to a one-year ban from presenting abstracts at the Diabetes UK Professional Conference and any other Diabetes UK meetings.

## **Q8 Submission declaration**

You will be asked to confirm your agreement to the following statement, in order for your abstract to be considered for presentation:

*"I have read and agree to follow the relevant abstract submission guidelines and accept responsibility for the organisation of my submission, including acknowledgment of the review outcome, registration of the presenting author, and the submission and preparation of the presentation or poster. I understand that if my abstract is accepted, the presenting author must register and pay the appropriate ticket category. I understand that presenting authors selected for 'oral presentation only' are required to attend on the day of their scheduled presentation, while those presenting a physical poster (with or without a*

*scheduled presentation) must attend two or three days of the conference in-person, depending on the topic they have submitted to”.*

## **Q9 Preferred presentation type**

Authors will be required to indicate their preferred presentation format when submitting an abstract. The three options are:

1. Physical poster display only
2. Oral presentation only
3. Physical poster display and facilitated poster or oral presentation

We have detailed what the various presentation types entail below.

**Physical poster display:** Present your abstract as an A0 printed poster, displayed in person at the conference. Physical posters will be displayed in the Exhibition Hall during breaks and presenting authors will have an opportunity to meet other delegates and answer their questions in person. You will be able to indicate which breaks you will be available to present during. Basic Science or Clinical Science posters will be displayed from 23 to 24 April. All other topics require posters to be displayed for all three days.

**Oral presentation:** You will be invited to give an oral presentation of your abstract during a scheduled session. You will be required to produce a slide deck and deliver a 10 to 15-minute presentation during the allocated session. There is no limitation to the number of slides permitted. There is the option to opt for oral presentation only, without a physical poster.

**Facilitated poster presentation:** You will be invited to give a short talk about your poster during a scheduled session. You will be required to produce a slide deck and deliver a 5 minute presentation during the allocated facilitated poster session. The slide deck should consist of ONE cover slide plus ONE presentation slide which should be a digital version of your poster. There is no option to present a facilitated poster without a physical poster.

## **Q10 Submission agreement and attendance requirements**

- You can submit multiple abstracts, but please do not submit multiple copies of the same abstract to different topics.
- If you do submit multiple abstracts, we have a strict policy of one abstract per presenter. Therefore, if you have multiple accepted abstracts, you will need to assign a co-author to present on your behalf.
- Failure to register by Friday 20 February 2026 will result in your abstract being withdrawn from the conference programme.
- Registration, travel, subsistence and accommodation charges are the responsibility of the presenter. Please note that only refreshments and lunch will be provided each day as part of your conference ticket.
- All correspondence will be sent to the submitting author. It is the responsibility of this person to pass on any relevant information regarding the submitted abstract and the conference to the presenting and co-authors. Please note that after the

registration deadline (Friday 20 February 2026), all correspondence will be sent directly to the presenting author.

- The conference organisers reserve the right to withdraw submissions at any stage, if they feel the content and/or organisation is no longer suitable.
- If your submission is accepted, the presenting author must register and pay to attend the conference. The fee will be based on their professional status as of 22 April 2026.
- For oral presentation only, you are only required to attend on the day of your presentation, but you are welcome to attend the full conference.
- For poster presentation (with or without a scheduled talk), attendance is required across multiple days due to the physical poster display. There is no option to present a poster virtually.
  - **Basic Science or Clinical Science topics:** Your poster will be displayed from 23-24 April. Attendance is required on these two days.
  - **All other topics:** Your poster will be displayed from 22-24 April. Attendance is required on all three days.

## Q11 Authors

Please enter the main author and any co-authors associated with this abstract. Co-authors are not mandatory, but please ensure you add all authors at the time of submission as it will not be possible to add authors at a later stage. Please note you can list a maximum of 10 co-authors on your submission. A group name given as the submitting or presenting author will not be accepted; however, a group name can be accepted as the last author. Abstracts submitted on behalf of a pharmaceutical company must have a clinician or scientist as the first and presenting author.

## Q12 Abstract submission content

### Word count

There is a limit of 250 words for your abstract content, with an additional 100 words permitted for references. The combined word count for the entire abstract, including references, must not exceed 350 words.

### General style guidelines

- Abstracts should adhere and follow formatting and rules highlighted in the editorial guidelines.
- Use standard abbreviations only and place any unusual abbreviation in parentheses after the full word the first time it appears.
- Use generic names of drugs.
- If reference is made to proprietary products or equipment, the manufacturer's name and location should be included in parentheses.
- Please check your abstract carefully as it will not be edited or corrected.
- Graphs, tables, and images are not permitted for insertion.

### The structure of your abstract

Each section of your abstract should provide essential information about your study,

allowing readers to quickly understand its scope and significance. Abstracts should be structured under the following headings:

- **Background:** Clearly state the purpose of the abstract and why the topic is important
- **Methods:** Describe your selection of observations or experimental subjects clearly
- **Results:** Summarise your study's main findings, concisely presenting key data and statistical results while highlighting the most important or impactful discoveries.
- **Conclusion:** Clearly state the conclusion of your abstract

However, if you are submitting to the **Case report category**, your abstract should be structured under the following headings:

- **Background:** Clearly state the purpose of the abstract and why the topic is important
- **Case Presentation:** Describe the patient in detail, including history and presenting symptoms, examination findings, investigations, diagnosis, treatment or intervention, and outcome
- **Discussion:** Analyse the case in relation to existing literature, highlighting the significance of the findings, what makes it unique or relevant, and the key clinical considerations
- **Conclusion:** Clearly state the conclusion of your abstract

## References

References are optional and should not exceed 100 words. You can use the format below to list references:

[1] Name of Source, Name of author, date

[2] Name of Source, Name of author, date

When quoting your references in the abstract text itself, please use either square [1] or curved brackets (2). For example:

Screening results in a clinically milder phenotype and achieves a fivefold reduction in diabetic ketoacidosis (DKA) at diagnosis [1].

## Review criteria

Abstracts will be reviewed by the Diabetes UK PCOC in November 2025 and submitting authors will receive confirmation of the outcome of their abstract by the end of December 2025. The Diabetes UK PCOC reserves the right to decide on how abstracts are allocated. Abstracts may be selected for oral presentation, facilitated poster presentation or physical poster display. If allocated to oral presentation, presenters will have the option to request 'oral presentation only', without presenting a physical poster.

All abstracts will be reviewed 'blind'. No identifying features such as names of authors, names of hospitals, medical schools, clinics or cities should be listed in the title or text of



the abstract. The names of the authors and their affiliations (institutions) will be requested separately when you submit the abstract online.

Reviewers are asked to score the abstracts out of five, on the basis of the judging criteria listed below. A score of five is the highest that can be awarded. It is the responsibility of the person submitting the abstract to ensure that the abstract addresses the following criteria:

- **Topic:** Is the topic clearly described and relevant to diabetes care, prevention, management, or policy?
- **The Approach:** Is the approach or method clear and appropriate for the issue? Are decisions explained and justified?
- **Findings and Reflections:** Are findings and reflections credible, relevant, and clearly presented?
- **Significance:** Does the work have potential to influence practice, education, policy, or service delivery in diabetes care?
- **Interest and Value:** Is the abstract well written and likely to prompt discussion or benefit the diabetes community?

If you have any questions or queries please contact  
[diabetesuk.abstracts@wonderly.agency](mailto:diabetesuk.abstracts@wonderly.agency).