

TRANSPLANTATION PROCEEDINGS

IMPORTANT INSTRUCTION ON HOW TO SUBMIT A FULL MANUSCRIPT TO

Transplantation Proceedings

The 16th Brazilian Transplantation Society Congress (ABTO 2019)

To be held October 16-19, 2019 in Campinas/SP, Brazil

1. Manuscripts will **ONLY** be received through our online system, **EVISE**, at <https://www.evise.com/profile/#/TRANSPROC/login>
2. Please be sure to **select the correct meeting description, ABTO 2019**, from the pull-down menu when uploading your manuscript to be sure it is received for the correct meeting.

Upload your manuscript only ONCE. If you make a mistake, please contact the Editorial Office for instruction at bjohnson@transplantation-proceedings.org. **DO NOT email** your manuscript as it will be returned to you. All submissions are to be made online.

3. Upload your manuscript as a **WORD** file for PC, **not** pdf or any other format.
4. Manuscripts must be prepared in ENGLISH, **including** fully cited References.
5. All manuscripts must contain a Title page containing the full name of each author – given name and surname - and must contain full address information for each author, **including email addresses for each**.

Please list the Corresponding author's information separately on the Title page. Do not use abbreviations in the Title or any graphic. If the manuscript is a Case Report, place "Case Report" in the title.

6. Manuscripts must contain an Abstract of no more than 250 words. All abbreviations must be spelled out when used the first time.
7. Text must be double spaced and sized for letter (one inch margins all around) and not A4, and **must contain at least 3 double spaced pages (including References – again, in ENGLISH)**.
8. Tables/Figures **must** be placed **AFTER** the fully cited References and **MUST NOT BE embedded in the Text**.

Tables must be in English and prepared as **WORD** files only.

Figures must be in English and may be in tif, gif, jpg or Excel. All Figures must have Figure Legends in **English**.

DO NOT include "Supplemental" or "Appendices" for any Table/Figure. All Tables/Figures must be numbered in order and must be cited within the text.

DO NOT PREPARE OR LEAVE A PRINTED COPY OF YOUR MANUSCRIPT WITH ANYONE DURING THE MEETING AS IT WILL NOT BE PROCESSED. TRANSPLANTATION PROCEEDINGS STAFF WILL NOT BE ATTENDING THIS MEETING. ALL SUBMISSIONS MUST BE THROUGH EVISE.

Deadline for Submission: DECEMBER 30, 2019

AUTHORS MAY BEGIN TO UPLOAD THEIR FILES IN WORD BEGINNING OCTOBER 1, 2019