

GUIDELINES FOR SYMPOSIA SUBMISSION

**Don't miss the chance to propose a symposium for 20th Spanish Neuroscience Meeting
(to be celebrated in conjunction with the 11th IBRO world congress)**

Call opens November 15th 2022 and closes February 15th 2023

The Meeting of the Spanish Society for Neuroscience (SENC) is the premier event for neuroscientists to present emerging science. In its 20th edition the meeting will be merged with the 11th IBRO World Congress, which represents an exciting and unique opportunity to interact with scientist from around the world. However, we would like to maintain the spirit of SENC as a meeting point for Spanish neuroscientists by organizing a “**SENC day**” on **September 8th 2023, preceding the beginning of the IBRO Congress and specifically assembled for SENC members.**

The SENC Day program will include **4 Symposia** selected among the submitted proposals.

The SENC executive board invites you to contribute by submitting a proposal for a symposium in any of the fields of Neuroscience. The following guidelines have been established to clarify the procedures for proposal submission.

YOUR SYMPOSIUM PROPOSAL MUST INCLUDE THE FOLLOWING INFORMATION USING THE AVAILABE TEMPLATE (here):

- The title of the symposium
- The scientific topic in which your proposal fits best
- Name and affiliation of the 4 speakers
- The organizer/s of the symposium must be part of the 4 speakers.
- At least one of the organizer/s must be SENC member. The remaining speakers may not be members, but in this case, they are encouraged to join the society.
- A brief description of the relevance and timeliness of the topic, including tentative titles for each speaker presentation. Please also include 3 recent publications for each speaker.
- The acceptance of the proposed speakers to participation in the symposium.

PLEASE NOTE THE FOLLOWING RULES

- English is the official language of the Meeting.
- After **symposium acceptance, each speaker will submit** and Abstract following the **Template for Abstract submission (Symposium)**
- The organizer/s will act as chairperson/s of the symposium and will be responsible for running the symposium according to the scheduled time.
- All symposia will have the same structure and duration. Each symposium will last 2 h. Each talk will last 25 minutes + 5 minutes of discussion. The chairperson is responsible to maintain the presentations within the allocated time.
- Each SENC member can participate in only one symposium proposal. If a speaker has been proposed for more than one accepted symposium, the speaker need to select only one for his/her participation. The organizer of the other symposium should provide an alternative speaker/talk and the change has to be approved by the Program Committee.

The proposal must not include speakers who have participated as such in lectures or symposia at the SENC 2021 Meeting (Lleida). Members of the Board of Directors and Program Committee of the SENC cannot be speakers at a

Symposium. [Check the complete list of the speakers at the SENC 2021 Meeting \(https://congresosenc.es/symposia/\)](https://congresosenc.es/symposia/)

- Single-gender symposia will not be considered by the Programme Committee unless the proposers can give convincing arguments why only male or only female speakers are included.

SELECTION CRITERIA:

- The Symposia will be selected by the SENC Program Committee.
- Themes covered in the program of the last SENC meeting (<https://www.congresosenc.es/index.php/scientific-information/symposia>) will be less favorably considered, unless the field has witnessed breakthroughs in the past two years
- Scientific quality, recent scientific breakthroughs and future impact
- Transdisciplinary proposals will be positively considered
- ⊖ Symposia covering a topic from different angles and with different views and opinions will be given priority over those presenting the work of collaborating groups. Symposia with a balanced distribution in terms of **gender**, **geography** and **seniority** will be prioritized.

FUNDING:

Registration to the SENC-day will have no specific charges but will be conditioned to registration to the IBRO Congress. SENC cannot waive the registration to the IBRO Congress. **On an extraordinary basis, SENC will increase to 1,700 € the budget to support the expenses of each of the selected symposia. The chair(s) will be responsible for funding distribution, which may be used towards support for IBRO registration.**

COMMUNICATION:

The SENC Technical Secretariat will confirm reception of your submission by e-mail. If you have not received a confirmation within 2 days from your submission, please, contact the SENC secretariat at the e-mail: secretaria.technica@senc.es.

You will be informed about the decision of the SENC Program Committee **by the end of March 2023**

PLEASE, REMEMBER THAT:

Submission period is from **November 15th, 2022 to February 15th 2023**

- All Symposia must have 4 speakers.
- The organizer of the symposium must be a SENC member.
- The organizer of the symposium must be one of the 4 speakers.
- Each SENC member can participate in only one symposium proposal.
- The proposal must not include speakers who have participated as such in lectures or symposia at the SENC 2021 Meeting.
- Single-gender symposia will be considered only if the exception is scientifically justified
- English will be the official language of the Meeting.
- Rigorous time-control during the session is required.