

EFI2025 (38th Conference of the European Federation for Immunogenetics)

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EasyChair Guidelines for Authors

The submission and review of the Abstract for the 38th EFI conference will be managed through an online conference management system called **EasyChair**. This system gives the authors complete control over their submissions. You can upload your paper via the system and check on its current status in the review process. For any difficulties in using the system, please do not hesitate to contact [Prof. Antonij Slavcev](mailto:tosl@ikem.cz) at tosl@ikem.cz

To access the EasyChair platform you will need to set up an account (username and password) as an author. Go to <https://easychair.org/account/signup>.

A. SET UP AN EASYCHAIR ACCOUNT.

1. Check the "I am not a robot" box and continue.
2. Follow the provided instructions: name, surname, and email. Continue with the process.

Note: Bear in mind that the e-mail address entered in this step will be the one to which your registration confirmation will be sent, and subsequently all the information related to your abstract or poster.




Create an EasyChair Account: Step 1

To create an EasyChair account you should have a valid email address and do the following.

1. pass a captcha to prove that you are not a robot;
2. fill out a simple form with your personal information;
3. follow the link we send to your email address to complete the account creation.

Please note that the use of EasyChair is subject to [our terms of service](#).

No soc un robot



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Continue

Create an EasyChair Account: Step 2

Please fill out the following form. The required fields are marked by *.

Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

First name [†] : *	<input type="text"/>
Last name: *	<input type="text"/>
Email: *	<input type="text"/>
Retype email address: *	<input type="text"/>

[Continue](#)

[†] Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, [read the Help article about names](#).

You may also be interested about [our policy for using personal information](#).

3. If the information requested above has been filled out correctly, you will receive a confirmation email (be sure to check your 'junk' or 'spam' folder if you do not receive this email within a few minutes). Use the link to continue the account registration process. Fill out all the required information and click the “Create my account” button to finalize the account registration process.

To use EasyChair, you must agree to its Terms of Service ([view terms](#)), ([download terms](#)),

I agree to EasyChair Terms of Service

Enter your personal data.

First name[†]: *

Last name: *

Organization: *

Country/region: *

The Web page is used to provide a link to it on some EasyChair pages, for example when you are mentioned as an author in a published conference program. It is optional. Please do not use the Web page of your organization here: if you fill this out, it should only be your personal Web page.

Your personal Web page

Enter your account information. Note that user names are case-insensitive

User name: *

Password: *

Retype the password: *

[Create my account](#)

4. Once you have created your account you will be able to access the EFI2025 simply by clicking on the following link: <https://easychair.org/conferences/?conf=efi2025>. If you already have an account, enter your username and password, and follow the steps in **section B**

B : SUBMIT YOUR ABSTRACT.

- Log in to EasyChair website for EFI2025
- <https://easychair.org/conferences/?conf=efi2025>
- Select « make a new submission



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- Fill out the information about each of the authors

You have to use the same email address that you signed up with when creating the Easychair account.

New Submission for EFI2025

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by *.

EFI2025 Submission Instructions

This conference has its own instructions for authors. Press the button below to read these instructions.

[Read instructions](#)

Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

Author 1 ([click here to add yourself](#)) ([click here to add an associate](#))

First name*:

Last name*:

Email*:

Country/region*:

Affiliation*:

Web page:

corresponding author

Author 2 ([click here to add yourself](#)) ([click here to add an associate](#))

Each author marked as a corresponding author will receive a message from the system about this submission. There must be at least one corresponding author

Note: Bear in mind that each author marked as a **corresponding author** will receive e-mail messages from the system about this submission. There must be at least one corresponding author.

- Fill out the title (**150-200 characters**), text abstract (**2000 characters including spaces**), and keywords.

[Click here to add more authors](#)

† Note: leave first name blank if there is no first name. If you are not sure how to divide a name into the first and last name, [read the Help article about names](#).

Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.

A form with two input fields. The top field is labeled 'Title: *' and is a single-line text box. The bottom field is labeled 'Abstract: *' and is a larger multi-line text area.

Keywords

Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

A form with a single input field labeled 'Keywords: *' which is a multi-line text area for entering keywords.

- Select **the topics** relevant to your submission. Then upload your abstract file via the paper option.

Note: Please select only one topic, this would help us to find the best reviewers for your abstract.

Topics

Please select topics relevant to your submission from the following list. Topics are typically used for assigning submissions to reviewers and for conference analytics.

A list of topics with checkboxes:

<input type="checkbox"/> Haematopoietic Stem Cell Transplantation	<input type="checkbox"/> Solid Organ Transplantation
<input type="checkbox"/> HLA antigen processing and presentation	<input type="checkbox"/> Immunotherapy & Gene Therapy
<input type="checkbox"/> Immunological Tolerance	<input type="checkbox"/> Cancer Immunogenetics
<input type="checkbox"/> Immunogenetics and Infections	<input type="checkbox"/> MHC Evolution, Anthropology & Population Genetics
<input type="checkbox"/> NK cells and KIR	<input type="checkbox"/> Bioinformatics, Artificial Intelligence
<input type="checkbox"/> Reproductive Immunity	<input type="checkbox"/> New Technologies, Various
<input type="checkbox"/> Other	

Files

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

Aucun fichier choisi

Finally, Send your abstract proposal. Once you have made a submission, you will see a confirmation message, which will also be sent to your email.

Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

Submit

- All the information on the form can be modified/updated after completing a submission.
- Use the links at the top-right corner (update information, update authors, withdraw) This feature will be available for authors marked as "corresponding author" until the deadline for abstracts.

All questions regarding submissions modalities should be emailed to:

[Prof. Antonij Slavcev and Prof. Gottfried Fischer \(Prague, Czech Republic and Vienna, Austria\)](#)