



## ABSTRACT SUBMISSION | Step-by-step instructions

Please click [here](#) to access the abstract submission platform and follow the step-by-step instructions indicated below:

1. A login will be required. To receive your login please click on “new registration”.
2. In the “new registration” option please fill in your username and create your own password and click on “Submit”.
3. Please use the data created and click on “Login” to access the platform and to submit your abstract.
4. Please select the event “SL Benfica Health & Performance Congress 2025” in the scroll down button and click on “Change”.
5. Consult the “Guidelines” and click on “Next”.
6. Start editing your abstract and click on “Continue” to conclude the submission.
7. On the last menu you will have two options: save a “Draft” or submit the “Final version”.

Saving a draft will allow you to revise it after or to make changes.

Please note that all changes must be made and submitted by **31<sup>st</sup> July 2025** (23:59 WEST).

By saving the “Final version” your abstract will be locked to be reviewed by the Scientific Committee. If you intend to make any changes after saving it as “Final version” please contact the secretariat to [secretariado@factorchave.pt](mailto:secretariado@factorchave.pt). After 31<sup>st</sup> July 2025 no changes will be allowed.

8. After submitting the “Final version” you will receive an automatic e-mail confirming the submission.
9. Please note that the registration that you made previously to access the abstract platform does not invalidate your registration in the congress.

