Abstract Slots for International Society Members (ISM)
Instructions to Submit an Abstract and Register for Neuroscience 2023 at the SfN Member Rate

Abstract Submission – Opens May 31 and closes June 14, 5 p.m. Eastern Daylight Time (EDT)
If you are a current SfN member, you are NOT eligible to use an ISM abstract slot. Members are prohibited from submitting an abstract using an ISM abstract slot.

IMPORTANT: You must log in at **www.sfn.org/ism** page for your ISM abstract code to work. The standard abstract submission log-in page will not allow ISM abstract code users to submit their abstract.

You will be required to pay a $155 nonrefundable abstract submission fee unless you are from a fee-exempt Category I, II, or III country, as defined by the World Bank (see list).

Submitting Your Abstract

Follow the instructions below to submit your abstract. Screenshots have been included for further clarification.

Create an Account
You must have an SfN nonmember online account to submit your abstract. If you have never interacted with the Society (i.e. registered for the annual meeting, applied for an award, etc.), follow the instructions below to start the abstract submission process. If you had a member account with SfN in the past or a previous nonmember account (i.e., for nonmember registration or as a past ISM submitter), refer to the instructions below for submitting your abstract.

Creating an SfN Nonmember Online Account
1. Go to www.sfn.org and select the "Sign In" link at the top of the page.
2. Complete the fields under "Create New User" to create a nonmember log-in; you are not signing up for SfN membership this way.
3. If you think you may have created a nonmember account in the past but do not remember your username or password, contact the Member Services team at membership@sfn.org.

Abstract Submission Instructions
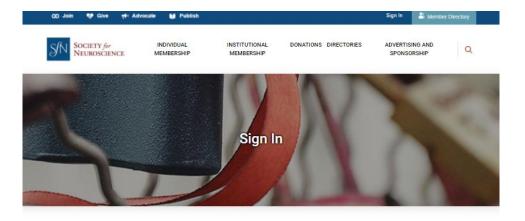Begin here if you have already set up your SfN nonmember online account.

1. Go to ISM Abstract page and select the "SUBMIT NOW" button.
2. Log in using your SfN username (usually an e-mail address) and password.
3. On the following page, review your name and the address that you have listed as your primary address. This address must be an office address. Ensure that the institute and department reflect the information that you want to appear in your abstract's author block. You must update this information for yourself before beginning your abstract submission. Name changes can be made by going to "My Account" in the upper right-hand corner of the page. Name changes are made under "My Profile".
4. Once you have made any necessary changes to your name and primary address, enter your ISM Abstract Code and click "Submit." You must enter your ISM Abstract Code every time you log in.
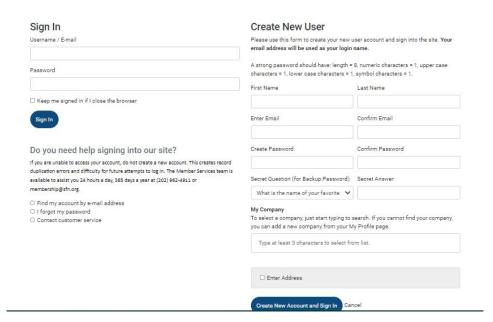5. Follow the online instructions and complete the required information to submit an abstract.

Problems logging in?
1. Be sure you are at the special ISM log-in page: www.sfn.org/ism.
2. Your ISM Abstract Code is for use on the page following log-in. It is not your log-in password. You must use or create a log-in account with your own, personal password.
3. If you are a current SfN member, you are not eligible to use an ISM Abstract Slot.
4. If you are still encountering log-in problems, contact your regional administrator.

Screenshots from Web Site

1. **Go to ISM Abstract page and select the "Submit Now" button. Log in using your nonmember online SfN account. New users must create an account.**

2. **Validate your ISM Abstract Code to proceed with abstract submission.**

Neuroscience 2023 ISM Abstract Submission

Review your information below and edit as needed. Name changes must be done by updating your membership record. Once your information is confirmed, select "Submit" to proceed to abstract submission.

The name, location, and institution details listed below will be included in the submitting author's listing in the author block. The address fields should list the submitting author's current institutional address. You will not be able to update the submitting author's information within the abstract submission site.

If you are the abstract's presenting author, updates regarding your submission will be sent to the e-mail address listed below. Please ensure that this e-mail address will be valid through the time of the annual meeting (November 11-15, 2023).

First Name *	Country *
Last Name *	State
Address1 *	Postal Code
Address2	Email *
Address3	Institution *
City *	ISMCode *

Submit   Clear

Annual Meeting Registration at SfN Member Rate - Register at www.sfn.org/registration

Registration opens Wednesday, July 12. Abstract submission and payment of the abstract handling fee is separate from meeting registration. **Submitting an abstract DOES NOT register you for the annual meeting**. You must still register for the meeting by paying the applicable registration fees. SfN will contact you and provide additional instructions on registering for the meeting after abstract submission closes. Only the abstract submitter will be eligible to register for the SfN annual meeting at member rates.