Poster Session Regulations

Conference: **International Congress "Dietetics 2026"**

40th Anniversary of the Polish Society of Dietetics

International Congress Centre in Katowice

3 October 2026

Organizer:	**Polish Society of Dietetic** ul. Medyków 14, 40-752 Katowice NIP: 6782968752, REGON: 351319416, KRS: 0000222643
Organizing Office:	**AltaSoft Sp. z o.o.** ul. Pukowca 15, 40-847 Katowice, KRS: 0000558517, REGON: 361525651, NIP: 634 28 39 789
Place (Congress Centre):	**International Congress Centre in Katowice**
Conference website:	https://kongresdietetyka2026.pl
Date of publishing of the regulations:	28.01.2026
Date of last amendment:	28.08.2026 r.
Amendment history:	amendment amendment to §1 point 3 concerning the cancellation of the competition as part of the Poster Session

§1 General Provisions

1. With the aim of promoting the work of young scientists engaged in Dietetics, the Organizer provides, during the Conference, for the implementation of a programme block – the Poster Session – enabling participants conducting research and academic staff to present their works consistent with the subject matter of the Conference in poster form.
2. The Organizer decides on the acceptance of a work for presentation and on the duration of its presentation.
3. The Poster Session is scientific and presentational in nature.

§2 Submission of Papers

1. A condition for participation in the Poster Session is:
   a. completion of registration and payment of the Conference participation fee by at least the author presenting the paper;
   b. b. a positive review of the submitted abstract.
2. Submitted papers must be original works. The paper may not have been previously published or presented at other scientific conferences.

3. The abstract concerning the poster shall be prepared in the Polish language, in WORD format (.docx, .doc).
4. The abstract shall be submitted via the form available on the website: https://kongresdietetyka2026.pl/sesja_plakatowa/ within the deadline specified in the Regulations.
5. The paper submission must include the following information:
   a. title of the paper;
   b. authors, with the presenting author clearly indicated;;
   c. affiliations (full names of the institutions represented by each author, city and country);
   d. indication of the thematic category of the submitted paper;
   e. content of the abstract (divided into introduction, discussion, conclusions);
   f. contact details (e-mail) of the presenting author.W treści streszczenia nie należy umieszczać rycin, wykresów ani zdjęć.
6. The abstract content must not include figures, charts, or photographs. The length of the text may not exceed 2,500 characters (including spaces).
7. The submitted abstract must be accompanied by a declaration stating: “The presented work is an independent study prepared by its author/authors.”
8. **Submission of the abstract is tantamount to obtaining consent for the presentation of the paper from all co-authors and from the head of the unit from which the paper originates.**
9. Authors whose papers receive a positive review from the Scientific Committee of the Congress and are qualified for presentation during the Congress will be notified thereof by the Organizer electronically (by e-mail), within the timeframe specified in the Regulations..

§3 Deadlines

1. The final deadline for the submission of paper abstracts is **31 May 2026.**
2. Papers submitted after this deadline will not be accepted. Papers sent by traditional mail will also not be accepted..
3. The review of abstracts by reviewers and the announcement of the list of abstracts accepted for presentation during the Poster Session will take place by **30 June 2026.**
4. For papers qualified for presentation during the Conference, submission of posters will be possible via a form that will be made available on the Conference website within 14 days from the announcement of the list of accepted papers.
5. Poster submission will be possible until **31 August 2026.**
6. In justified cases, the Organizer may decide to extend the applicable deadlines – the new deadlines will be published on the Conference website.

§4 Thematic Categories of the Submitted Paper

1. Only papers consistent with the subject matter of the Conference may be submitted for review. The full list of anticipated thematic categories is available on the Congress website.

§5 Evaluation criteria:

1. Papers will be evaluated by the Scientific Committee of the Conference.
2. Evaluation criteria:

- content and scientific merit
- originality
- methodology
- manner of presentation of the subject matter

§6 Poster Display

1. Posters will be displayed throughout the entire Conference on touch screens (FHD with a large diagonal). Posters will also be available via the Online Participant Zone and the mobile application.
2. Requirements for the preparation of posters will be published on the Conference website by the time the review process is completed.
3. Posters shall be submitted within the deadline specified in the Regulations via a form that will be made available on the Conference website within 14 days from the publication of the list of papers accepted for presentation during the Congress.

§7 Information on the Processing of Personal Data

1. The Controllers of your personal data are the Organizer and the Organizing Office.
2. Under the applicable law, granting consent to the processing of your personal data is necessary for the successful submission and registration of the abstract and for the subsequent handling of the review and presentation of the paper.
3. Pursuant to Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter: GDPR), we hereby inform you of the principles governing the use of your data.
4. The Organizer processes your data for the following purposes:
   a) conducting the review and qualification of the abstract for presentation during the Conference;
   b) correspondence with the person submitting the abstract, informing them of the abstract’s status, as well as correspondence sent in the event of reviewers’ doubts or requests for clarification;
   c) in the event that the abstract is qualified for presentation, enabling the presentation of the paper and the publication of the paper in educational materials distributed by the Organizer (applies to the first names, surnames, and affiliations of the authors).
5. The Organizing Office – the owner of the abstract submission service – processes your data for the following purposes:
   a) technical and logistical facilitation of the submission and presentation of the abstract;
   b) contacting the person submitting the abstract in situations related to the qualification or presentation of the paper that require their involvement;
   c) provision of technical support services;
   d) publication of content on the Conference website and in the Online Participant Zone.
6. Data related to your account in the Abstract Submission System will be processed until the expiry of the claims period related to the Conference or until you withdraw your consent for processing – however, no longer than 12 months after the end of the Conference. In the absence of any claims, until the end of the complaint submission period – 7 days after the end of the Conference.
7. It should be noted that once a submission has been qualified for presentation and the relevant publications have appeared, removal of the paper or modification or deletion of the authors’ first names, surnames, and affiliations from all resources will not be possible.

8. In connection with the processing of your personal data by the Organizer and the Organizing Office for the purposes indicated above, you are entitled to the following rights:
   a) the right of access to data and the right to correct them;
   b) the right to rectification of data;
   c) the right to request the erasure of data (“the right to be forgotten”);
   d) the right to restriction of processing;
   e) the right to data portability;
   f) the right to object to the processing of your personal data.
9. Any data subject also has the right to lodge a complaint with the supervisory authority (the President of the Personal Data Protection Office) if they believe that the processing of their personal data violates the applicable provisions.
10. Each of the operations listed in point 8 may always be exercised by contacting the person supervising data processing:
    a) at the Organizing Office: administrator@altasoft.pl or the Conference Customer Service Office (Event Organization Department): konferencje@altasoft.pl, address as provided in the registration details, telephone: (+48) 32 259 83 99, (+48) 32 259 83 98, (+48) 32 259 83 96, fax: ext. 18;
    b) with the Organizer – in writing to the address provided in the registration details.
11. Each of the Controllers will inform the other Controller of your requests..
12. Your data will not be transferred outside the EEA or to international organizations and will not be subject to profiling. None of the Controllers will make automated decisions in the processing of your data.
13. The Organizing Office and the Organizer inform that they apply appropriate GDPR-compliant measures ensuring an adequate level of security of your data, including:
    a) all forms are based on a secure communication encryption protocol (SSL);
    b) access to personal data is controlled and limited to authorized persons working for the Organizer or the Organizing Office under legally required agreements, for whom such access is necessary for the servicing, processing, or improvement of the services provided. These persons are bound by confidentiality obligations and, in the event of failure to comply with such obligations, are subject to disciplinary measures, including termination of the agreement and criminal sanctions.
14. The person submitting the abstract is obliged to inform all authors of the paper of the content of these Regulations, including the principles of processing their data presented in this section.

§8 Amendments to the Regulations

1. The Organizer reserves the right to amend these Regulations.
2. The current version of the Regulations, with the history of amendments, is available at: https://kongresdietetyka2026.pl/dokumenty/Dietetyka2026-RegulaminSesjaPlakatowa.pdf
3. The Organizer undertakes to inform by e-mail all persons who have submitted abstracts of any amendments to the Regulations, using the e-mail address provided in the abstract submission form. Any amendments to the Regulations shall not affect the rights already acquired by persons who have submitted an abstract.

§9 Complaints

1. Any complaints concerning the results of the qualification process should be submitted in writing, by e-mail or by registered mail with acknowledgment of receipt, to the address of the Organizing Office within 7 days of receipt of the abstract qualification result; other complaints should be submitted within 7 days of the end of the Conference. Complaints submitted after this deadline will not be considered.
2. A complaint shall be reviewed within 14 days of its receipt. The person submitting the abstract will be informed of the status of the complaint by e-mail or SMS, provided that the relevant contact details enabling such communication were included and correctly entered in the submission.

§10 Final provisions

1. All matters not provided in these regulations are regulated by the Civil Code.

2. Any disputes arising owing to the participation in the Conference, will be resolved by the competent court in the Organizer or the Organizing Office (depending on which of the parties is involved in the dispute).

3. Contact with the Organizing Office:

   AltaSoft sp. z o.o.
   Pukowca 15, 40-847 Katowice
   phone: +48 322598399, +48 322598398, +48 322598396, fax: +48 322598398 ext.18
   e-mail: konferencje@altasoft.pl

   The office is open on working days - Monday to Friday from 8:30 a.m. to 4:30 p.m.