

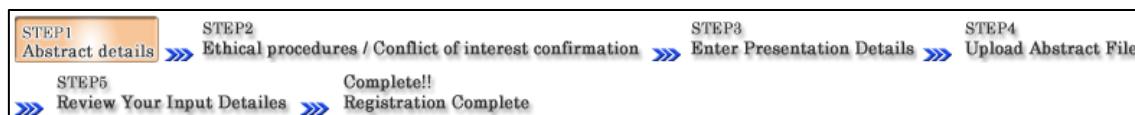
# Notice Regarding Registration of General Presentations and Abstracts for the International Conference

## 1. Overview

First, submit a registration application via the JAMT login application form to obtain your registration password. Abstract submissions are accepted exclusively via the dedicated online submission site for non-members of the international society.

Click  in order starting from STEP 1 to proceed with your submission (see later sections for details).

Please note that if you log out, close your browser, or otherwise interrupt the submission process, your abstract will not be accepted. An automatic confirmation email will be sent immediately after submission. **Be sure to complete the registration by proceeding to the final step and verify the details in the confirmation email sent immediately afterward.**



### <How to Enter Abstracts>

#### File Upload Method

Download the Word template (\*.dot/\*.dotx) that defines the abstract format, including column layout, line count, and font. Prepare the abstract text in advance as a Word document (\*.doc/\*.docx).



Abstract Submission Method **Required**  File Upload  Abstract Print Preview

**Upload!** Upload Abstract File

Please be aware:

1. Please create your abstract using the downloaded template.
2. Do not change the font size in the abstract text.
3. Be sure to include "Contact Information and Phone Number" at the end of the abstract.
4. After uploading, please check the "Abstract Book PDF Preview" on the screen.

1. Select and Upload Abstract File (.doc / .docx)

2. Uploaded Abstract File  
[»» Uploaded Word file](#)

To register, upload the file you created.

### <Conflict of Interest Disclosure> **※For Japanese Nationals Only**

This Society implements the "Common Guidelines on Conflicts of Interest in Medical Research."

If a conflict of interest arises regarding your presentation content, please disclose it during the

**[STEP2] Ethical Procedures/Conflict of Interest Confirmation** phase of the abstract submission process.

## 2. How to Register a New General Abstracts

【Password Request】 Obtain a registration password

① Application Form

<https://jamjamts.jamt.or.jp/JamtisIFBLS/Account/LoginJamtNonMember.aspx>

Access the above URL and apply for a registration password from

**>>Apply for Password for General Presentation Registration**

② After entering the required information, click **>> Apply**. Once the application is complete, an automatic confirmation email containing your registration password will be sent.

Request for Registration Password

■ Input Language Guidelines ■  
Please enter all information in English using half-width alphanumeric characters.  
Enter your name as "First Name [space] Family Name" (e.g., Taro Yamada).

■ About the Character Limit for Names and Affiliations ■  
Please enter within the maximum limit of 255 characters (about 40-60 words), referring to the examples below.  
(1) Please omit your middle name when entering your name.  
(2) Please attach your middle name to either your first or last name.  
(3) Please do not use more than one space.  
(4) If the institution name exceeds the limit, please use abbreviations.  
Examples: Hospital → Hosp. / University → Univ. / Company Limited → Co.,Ltd. / Corporation → Corp.  
Examples: Division → Div. / Department → Dept. / Section → Sect. / Association → Assoc.

Conference for presentation **Required**  
IFBLS2026 (September 23, 2026)

Affiliated Society / Organization **Required**

Your Name **Required**

Affiliation

Daytime Contact Phone Number **Required**

Email Address **Required**

Shared departmental email addresses and carrier (mobile) email addresses are not allowed.

Email Address Confirmation **Required**

Comments

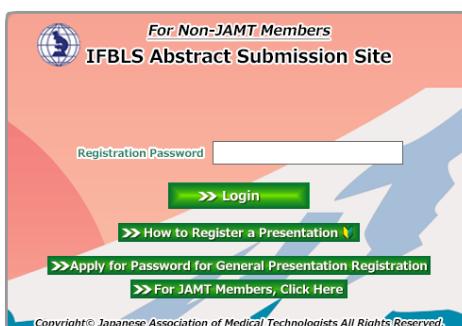
>> Apply    X Cancel

【LOGIN】 Log in to the dedicated website for abstract submission

① Call for Papers Submission Site

<https://jamjamts.jamt.or.jp/JamtisIFBLS/Account/LoginJamtNonMember.aspx>

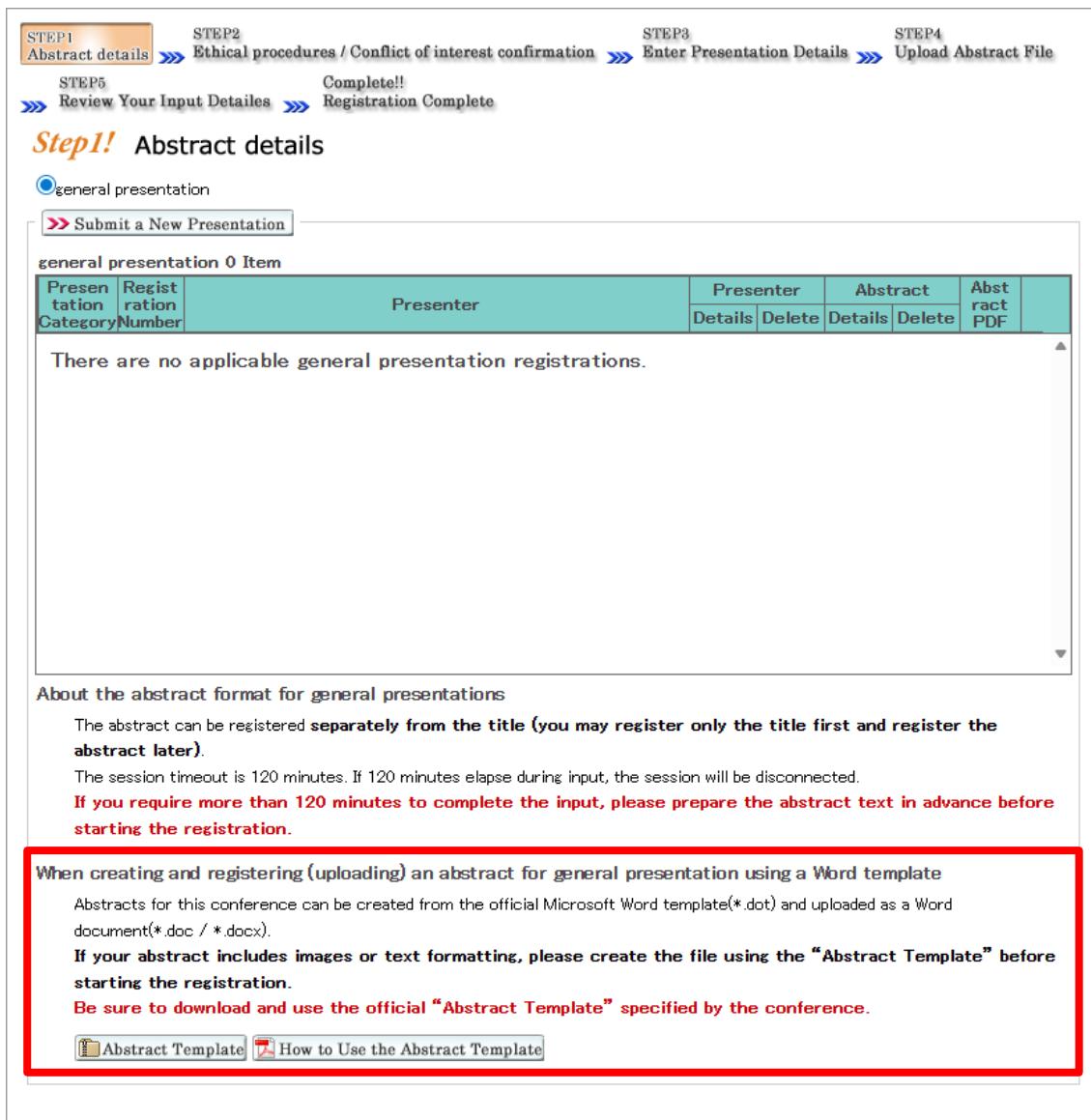
Log in using the registration password obtained earlier via the URL above.



## 【STEP 1】 Download the Abstract Template

① Click  to download the template.

For instructions on how to use the template, please refer to  .



STEP1 Abstract details    STEP2 Ethical procedures / Conflict of interest confirmation    STEP3 Enter Presentation Details    STEP4 Upload Abstract File  
STEP5 Review Your Input Details    Complete!! Registration Complete

**Step1! Abstract details**

general presentation

**Submit a New Presentation**

general presentation 0 Item				
Presen tation Category Registration Number	Presenter	Presenter Details	Abstract Details	Abst ract PDF

There are no applicable general presentation registrations.

**About the abstract format for general presentations**

The abstract can be registered **separately from the title (you may register only the title first and register the abstract later)**.

The session timeout is 120 minutes. If 120 minutes elapse during input, the session will be disconnected.

**If you require more than 120 minutes to complete the input, please prepare the abstract text in advance before starting the registration.**

**When creating and registering (uploading) an abstract for general presentation using a Word template**

Abstracts for this conference can be created from the official Microsoft Word template(\*.dot) and uploaded as a Word document(\*.doc / \*.docx).

**If your abstract includes images or text formatting, please create the file using the "Abstract Template" before starting the registration.**

**Be sure to download and use the official "Abstract Template" specified by the conference.**

Once you have logged out and prepared the abstract file, log back in and proceed to **Submit a New Presentation**

## 【STEP 2】 Ethical Procedures / Confirmation of Conflicts of Interest

① Please enter your nationality and organization name.

STEP1 Abstract details >> STEP2 Ethical procedures / Conflict of interest confirmation >> STEP3 Enter Presentation Details >> STEP4 Upload Abstract File

STEP5 Complete!!  
Review Your Input Details >> Registration Complete

**Step 2! Ethical procedures / Conflict of interest confirmation**

Your Country **Required**

Association Name **Required**

**<< Back** **>> Next**

After input, proceed from **>> Next**.

※For Japanese nationals only

② Select the ethical procedures and presence of conflicts of interest for your presentation topic.

- Ethical Procedures

If approved by an ethics committee, enter the approval number. (May be left blank)

Otherwise, please provide details.

- Conflicts of Interest

Scroll down the screen and declare all items.

STEP1 Abstract details >> STEP2 Ethical procedures / Conflict of interest confirmation >> STEP3 Enter Presentation Details >> STEP4 Upload Abstract File

STEP5 Complete!!  
Review Your Input Details >> Registration Complete

**Step 2! Ethical procedures / Conflict of interest confirmation**

Your Country **Required** Japan

Association Name **Required** others

Please ensure that you provide the necessary ethical information and disclosures for your presentation

Ethical requirements **Required**  IRB approval obtained  Approved by the attending physician or the institution  Other information

Approval number  If you do not have an approval number, please leave it blank; submission of the approval notice is not necessary.

If your presentation involves any potential conflict of interest, please provide and declare the necessary details.

1)Guidelines for Managing Conflicts of Interest (COI) in Research and Investigation. [\[?\]](#)  
2)Regulations on Conflict of Interest Management in Research and Studies by the Japanese Association of Medical Technologists. [\[?\]](#)  
3)Regulations on Conflicts of Interest Related to Medical Research by the Japanese Association of Medical Technologists. [\[?\]](#)

Conflict of interest **Required**  Yes  No

Conflict of Interest Disclosure Form  
Enter all company/organization names in English (half-width letters, numbers, and symbols only)

No	Category	Applicable situation	If applicable, please provide the name of the company or organization.
1	Please disclose any executive or advisory positions held in corporations or for-profit organizations, along with the remuneration amount. Indicate contributions exceeding 1,000,000 yen per year from one company or entity.	(The individual) <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
2	Shareholding and profits derived from those shares (Indicate if you earn more than 1,000,000 yen annually from a single company or hold 5% or more of its stock.)	(The individual) <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
3	Royalties paid by corporations or for-profit organizations for patent use. List any items exceeding 1,000,000 yen per year for each individual case.	(The individual) <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
4	Honoraria or daily allowances paid by corporations or for-profit organizations for attending (or presenting at) conferences, as compensation for the researcher's time and effort. List any items exceeding 1,000,000 yen.	(The individual) <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>

**<< Back** **>> Next**

After input, proceed from **>> Next**.

### 【STEP 3】 Input the Presentation Information

① Enter information for the first presenter.

**Make sure to enter an email address that can reliably receive messages.**

If you do not receive the confirmation email within 24 hours, contact the congress office.

STEP1 Abstract details ➔ STEP2 Ethical procedures / Conflict of interest confirmation ➔ STEP3 Enter Presentation Details ➔ STEP4 Upload Abstract File ➔

STEP5 Review Your Input Details ➔ Complete!! Registration Complete

**Step 3! Enter Presentation Details**

■ Input Language Guidelines ■  
Please enter all information in English using half-width alphanumeric characters. Enter your name as "First Name [space] Family Name" (e.g. Taro Yamada).

■ About the Character Limit for Names and Affiliations ■  
Please enter within the maximum limit of 255 characters (about 40-60 words), referring to the examples below.  
(1) Please omit your middle name when entering your name. (2) Please attach your middle name to either your first or last name.  
(3) Please do not use more than one space. (4) If the institution name exceeds the limit, please use abbreviations.  
Examples: Hospital → Hosp. / University → Univ. / Company Limited → Co.,Ltd. / Corporation → Corp.  
Examples: Division → Div. / Department → Dept. / Section → Sect. / Association → Assoc.

**Presentation Category Required**  
0001: General Presentation

First Presenter

**Affiliated Society / Organization Required**  
Americas: American Society for Clinical Laboratory Science (ASCLS)

**Name Required**  
Yohhei Usui

Institution Name

Daytime Contact Phone Number **Required**

➡ (Example: +81-3-3768-4722 (Ext: 9999) or +81-90-1234-5678

**Email Address Required**

➡ **Mobile carrier email addresses are not accepted.**  
Please make sure to enter a valid email address that can receive messages without issue.  
paying attention to uppercase and lowercase letters.

Confirm Email Address **Required**

Co-presenters

➡ Please enter your JAMT membership number and press the Enter key to confirm your name.

N o	Non- JAMT memb er	JAMT Mem ber ship Num ber	Name <b>Required</b>	Institution Name
1	<input type="checkbox"/>			
2	<input type="checkbox"/>			
3	<input type="checkbox"/>			
4	<input type="checkbox"/>			
5	<input type="checkbox"/>			
6	<input type="checkbox"/>			
7	<input type="checkbox"/>			

Presentation Title

**<< Back** **>> Next** **>> Confirm and Register**



After entering the information, scroll down to proceed.

② Enter information for the co-presenters.

If a co-presenter is a JAMT member: enter the membership number and press Enter.

Non-members: check  “Non-member” and manually enter the required information.

Please modify the institution name, department name, and other information as you wish to have them displayed.

③ Enter the title of the presentation.

**Enter the main title (up to 10 words) and the subtitle (up to 14 words).**

Any line breaks will be ignored; enter everything in one line.

Please refer to [How to Enter Decorative Characters](#) for the instructions of decorative characters.

STEP1 Abstract details ➤ STEP2 Ethical procedures / Conflict of interest confirmation ➤ STEP3 Enter Presentation Details ➤ STEP4 Upload Abstract File ➤

STEP5 Complete!! Review Your Input Details ➤ Registration Complete

**Step 3! Enter Presentation Details**

■ Input Language Guidelines ■  
Please enter all information in English using half-width alphanumeric characters. Enter your name as “First Name [space] Family Name” (e.g. Taro Yama).

■ About the Character Limit for Names and Affiliations ■  
Please enter within the maximum limit of 255 characters (about 40-60 words), referring to the examples below.  
(1) Please omit your middle name when entering your name. (2) Please attach your middle name to either your first or last name.  
(3) Please do not use more than one space. (4) If the institution name exceeds the limit, please use abbreviations.  
Examples: Hospital → Hosp. / University → Univ. / Company Limited → Co.Ltd. / Corporation → Corp.  
Examples: Division → Div. / Department → Dept. / Section → Sect. / Association → Assoc.

N o m b e r	Non- JAMT memb er	JAMT Member ship Number	Name <span style="color: red;">Required</span>	Institution Name
1	<input checked="" type="checkbox"/>		Hanako Hikaini	
2	<input type="checkbox"/>			
3	<input type="checkbox"/>			
4	<input type="checkbox"/>			
5	<input type="checkbox"/>			
6	<input type="checkbox"/>			
7	<input type="checkbox"/>			

Presentation Title [How to Enter Decorative Characters](#)

Presentation Title Required  
Please enter your presentation title in English (up to 10 words, using half-width alphanumeric characters and symbols) on a single line. Line breaks will not appear.

Subtitle  
Please enter your presentation subtitle in English (up to 14 words, using half-width alphanumeric characters and symbols) on a single line. Line breaks will not appear.

Preferred Presentation Type Required Preferred Presentation Field Required

[Back](#) [Next](#) [Confirm and Register](#)

Click [Next](#) to proceed.

#### 【STEP 4】 Upload the Abstract

- ① Click **Choose File** (label varies depending on the browser language) to select your Word file (\*.doc / \*.docx) from your computer.
- ② Click **Upload** to upload the file.

Click **Abstract Print Preview** to check the entire abstract.

STEP1 Abstract details ➤ STEP2 Ethical procedures / Conflict of interest confirmation ➤ STEP3 Enter Presentation Details ➤ **STEP4 Upload Abstract File** ➤

STEP5 Review Your Input Details ➤ **Complete!! Registration Complete**

**Step 4! Upload Abstract File**

Abstract Submission Method **Required**  File Upload **Abstract Print Preview**

**Upload!** Upload Abstract File

Please be aware:

1. Please create your abstract using the downloaded template.
2. Do not change **the font size in the abstract text**.
3. Be sure to include "**Contact Information and Phone Number**" at the end of the abstract.
4. After uploading, please check the "Abstract Book PDF Preview" on the screen.

**Abstract Template** **How to Use the Abstract Template**

**1. Select and Upload Abstract File (.doc / .docx)**

**Choose File** No file chosen **Upload**

**2. Uploaded Abstract File**

There is currently no abstract file uploaded.

(Notes) How to troubleshoot formatting issues in the "Abstract Book PDF Preview".

The Word document may contain hidden character codes or tag elements that are not easily visible, which may interfere with the PDF conversion process. Please recreate the abstract following the steps below and try uploading it again.

1. **Paste the abstract text into Notepad (this will convert it to plain text). If there are any unnecessary spaces, please delete them here.**
2. **Copy and paste the text from step 1 into the abstract template as plain text (without formatting).**
3. **Apply necessary formatting (such as italics) to the text pasted in step 2, and insert line breaks (press Enter) at the end of each line to adjust the layout.**
4. Save the file and upload it again.
5. After uploading, please check the "Abstract Book PDF Preview" on the screen.

**Back** **Next**

After uploading click **Next** to proceed.

## 【STEP 5】 Review Entered Information

① Review all entered contents.

If you need to edit, click Back to return the previous page,

or click STEP2 Ethical procedures / Conflict of interest confirmation STEP3 Enter Presentation Details STEP5 Review Your Input Details to go to each section.

② Click Review the Abstract Book PDF **Required** to confirm the abstract layout.

If the text is too long and gets cut off, adjust the content and re-upload.

STEP1 Abstract details ➤ STEP2 Ethical procedures / Conflict of interest confirmation ➤ STEP3 Enter Presentation Details ➤ STEP4 Upload Abstract File ➤

STEP5 Review Your Input Details ➤ **Complete!! Registration Complete**

**Step 5! Review Your Input Details**

Your registration or update will be applied based on the information below. After reviewing "Check Abstract Book PDF", please click "Register/Edit" if everything is correct.

**Review the Abstract Book PDF Required**

**General Presentation**

[Your Country] United States of America [Association Name] others  
[Ethical requirements] [Conflict of interest]

First Presenter

[Institution Name] American Society for Clinical Laboratory Science (ASCLS)  
[Daytime Contact Phone Number] +81-90-1234-5678 [Email Address] [JAMT Membership Number] Non-Members of JAMT

Co-presenters

JAMT Membership Number	Name	Institution Name

Presentation Title

aaaaaaaaaaaa  
aaaaaaaaaaa

[Preferred Presentation Type] Poster Session [Preferred Presentation Field] Microbiology

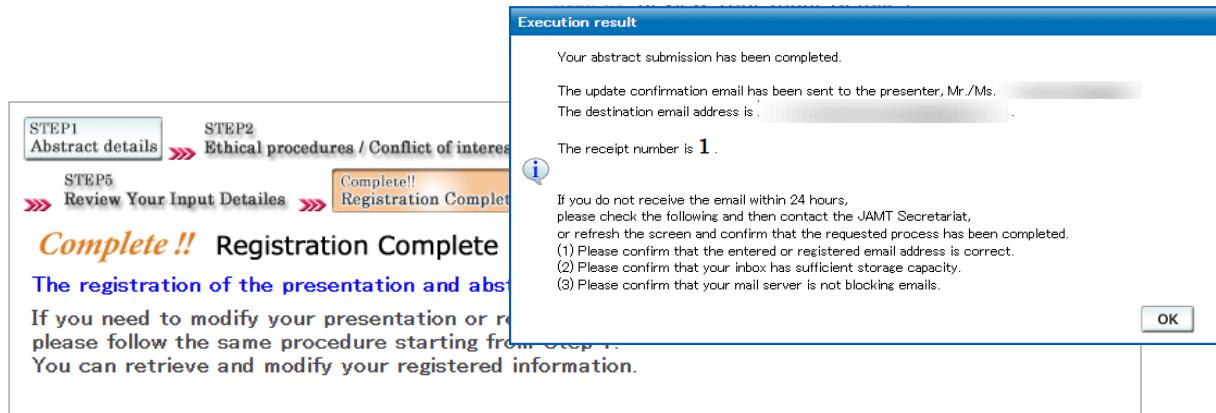
Back Register / Edit

After confirming, click Register / Edit.

## 【COMPLETE】 Registration Complete

Registration is completed when the following appear: a message stating “Registration Completed,” a notification of your receipt number, and confirmation that a receipt email has been sent.

If any unexpected error messages appear, please contact the congress office.



1. Editing or Reviewing a Registered Abstract

① Registered abstracts are displayed in a list.

To edit the title or abstract, click  .

To print the abstract PDF, click  when necessary.

STEP1 Abstract details    STEP2 Ethical procedures / Conflict of interest confirmation    STEP3 Enter Presentation Details    STEP4 Upload Abstract File

STEP5 Complete!!  
»» Review Your Input Details    »» Registration Complete

**Step1! Abstract details**

general presentation



general presentation 1 Item

Presentation Category	Registration Number	Presenter	Presenter		Abstract		Abstract PDF
			Details	Delete	Details	Delete	
General	8	aaaaaaaaaa [Microbiology]					

Page 1/1

**About the abstract format for general presentations**

The abstract can be registered **separately from the title** (you may register only the title first and register the abstract later).

The session timeout is 120 minutes. If 120 minutes elapse during input, the session will be disconnected.

If you require more than 120 minutes to complete the input, please prepare the abstract text in advance before starting the registration.

**When creating and registering (uploading) an abstract for general presentation using a Word template**

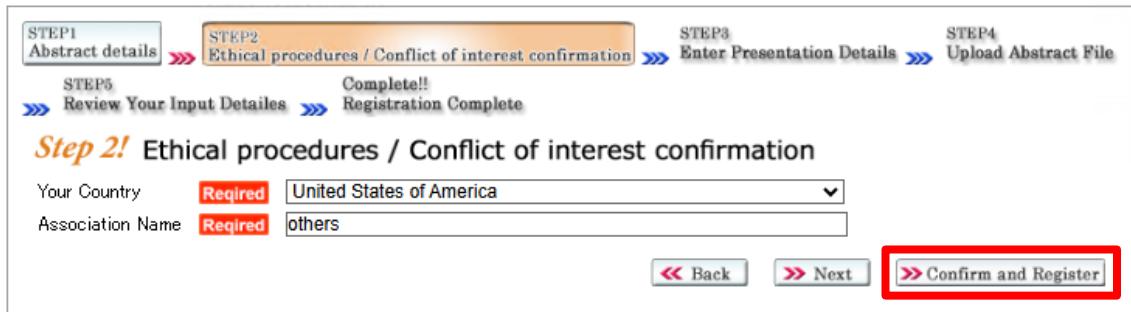
Abstracts for this conference can be created from the official Microsoft Word template(\*.dot) and uploaded as a Word document(\*.doc / \*.docx).

If your abstract includes images or text formatting, please create the file using the “Abstract Template” before starting the registration.

Be sure to download and use the official “Abstract Template” specified by the conference.

② When editing a registered submission, proceed through the same steps as during new registration. If there are no changes in later steps, click **>> Confirm and Register** . you can skip unnecessary steps and jump to **STEP5 Review Your Input Details** . However, **you must proceed to the final step and confirm the registration via the automatically sent email**, even when skipping steps.



The screenshot shows a registration process with the following steps:

- STEP1 Abstract details
- STEP2 Ethical procedures / Conflict of interest confirmation (highlighted in orange)
- STEP3 Enter Presentation Details
- STEP4 Upload Abstract File

Below the steps, a message says "Complete!! Registration Complete".

**Step 2!** Ethical procedures / Conflict of interest confirmation

Your Country **Required** United States of America

Association Name **Required** others

Buttons: << Back, >> Next, **>> Confirm and Register** (boxed in red)

Please note that if you log out, close your browser, or otherwise interrupt the input process, your submission will not be completed.

## 1. Conflict of Interest (COI) Disclosure Slide Example

Presenters are required to disclose their COI status.

Regardless of whether a COI exists, please include the COI disclosure on your poster.

Example template

Form 1-B (for Poster Presentations): When COI must be disclosed.

The image shows a template for 'Form 1-B (for Poster Presentations)'. The template is a white rectangular box. In the top right corner, there is a dark blue rectangular box containing the text 'Form 1-B' and '(for Poster Presentations)' in white. At the bottom left of the main white area, there is a green rounded rectangular box containing the text 'Conflict of Interest Disclosure' in bold. Below this, in a smaller font, is the text 'I declare the following conflict of interest related to the content of this presentation' followed by 'I have received research funding from [Company Name]'.