



Abstract Submission Guidelines

The deadline for abstract submission is **09:00 hours on Friday 21 January 2022**.

All abstracts must be submitted through the abstract submission website:

<https://hg3.co.uk/bca/>

Abstracts will be reviewed by the Programme Committee after the abstract deadline and authors chosen for Oral and Poster presentation will be informed in February.

All presenters (Poster and Oral) will be required to register and pay the appropriate registration fee. **The registration process must be carried out in addition to the abstract submission process.**

Abstract formatting:

- Maximum word count for the abstract text is 350 words.
- Authors are allowed to use tables and images as part of their abstracts. Tables/figures can only be submitted in jpg or jpeg format - Maximum file size 4MB.
- Authors are allowed to use tables and images as part of their abstract. Tables can be inserted into the abstract text box by clicking on the relevant icon on the tool bar. Please note, a maximum of 3 tables/images only can be submitted with each abstract. Authors should also ensure that they clearly identify where images/tables should be inserted into the text.
- The abstract form will require you to submit your abstract title, text, and author affiliation details
- Please type in "Normal sentence case", **not** all in CAPITALS.
- **If you are pasting content, we strongly advise using the "paste as plain text" button in the toolbar along with the "custom character" button. If any erroneous characters remain you will be alerted on submission and given the opportunity to amend.**

For attendees of the Main Meeting:

- Authors are invited to submit abstracts for **either Oral or Poster presentation** at the Main Meeting. The type of presentation must be specified at the time of submission. An abstract cannot be specified as both an Oral and a Poster presentation.

- Only one abstract can be submitted from each presenting author, although we appreciate co-authors may appear on more than one submission. It is possible to amend a submitted abstract within the submission system, but it will not be possible to submit an additional abstract.
- For Oral Presentations: the author should specify their preferred oral session from the list of sessions. The Programme Committee may suggest that abstracts be transferred between sessions. Abstracts that are not accepted for Oral Presentation may be presented as a Poster.
- For Poster Presentations: the author should specify the most appropriate principal theme for their poster: Biological, Chemical, Industrial, Physical or General Interest. Accepted posters will be assigned a poster number which identifies the board on which the poster should be displayed.

For attendees of the Young Crystallographers (YCG) Satellite Meeting:

- **Authors are invited to submit abstracts for Poster presentation only.**
- The author should specify the most appropriate principal theme for their poster: Biological, Chemical, Industrial, Physical or General Interest.
- By default, a Poster submitted to the YCG Satellite Meeting will also be included as a Poster in the Main Meeting. **The Poster will be assigned one poster number that applies to both the YCG Satellite and Main Meeting.** It should remain on display at the specified poster board (it does not need to be moved) and the author should participate in the Main Meeting poster session as well as the YCG poster session. Any person wishing to attend only the YCG Satellite Meeting should simply remove their poster at the end of the YCG Satellite Meeting.
- Oral presentations at the YCG Satellite Meeting will be based on the submitted Poster abstracts. As many authors as possible will be given the opportunity to make an Oral presentation **in addition to their Poster presentation.**

Further information

- Oral Presentations (selected from Abstracts) at the Main Meeting will be 20 mins, **including** time for questions.
- Oral Presentations (selected from Abstracts) at the YCG Satellite meeting will be 15 mins, **including** time for questions.
- The YCG Satellite Meeting poster session is Monday 11 April 19.00–21:00.
- The Main Meeting poster session is Tuesday 12 April 19:00–21:00.
- An area for poster display will be allocated in Sports Hall 2 and can be put up from 15:00 hours on Monday 11 April and should be removed by 13:30 hours on Thursday 14 April. The organisers cannot be held responsible for any posters left after this time.
- Posters should be printed in A0 format (portrait) which is 1189 mm high x 841 mm wide.