Abstract Submission Guidelines

COMMITMENT
1. Submission of an abstract constitutes a commitment on behalf of the authors that the abstract will be presented as accepted.
2. Abstracts which are not presented will not be published.
3. Expenses associated with the preparation, submission and presentation of an abstract are the responsibility of the author(s).

INSTRUCTIONS - GENERAL
- The maximum word count for your abstract is 350.
- Abstracts will be published exactly as submitted so please take care and proof read your abstract before submitting it.
- Abstracts must be submitted and presented in English.
- If there are multiple abstract submissions by the same authors, please maintain consistency in the authors' names in order to avoid incorrect duplication in the author index.
- Do not split data to create several abstracts from one data set.
- Make sure sample size is clearly stated (whether this is number of replicates/test repeats or cohort size)
- If your studies have been supported by a grant, please indicate the source of funding at the bottom of your abstract.
- Proprietary names of drugs are not allowed - the generic names must be used.
- Number references (if any) in the order in which they appear in the abstract.
- Work which has been previously presented may be submitted for presentation at the meeting provided it has not been published as a full manuscript.
- The abstract should consist of text only i.e. no images, graphs, tables, figures etc

ABSTRACT TITLE
- The abstract title should clearly define the content of the paper.
- Please write the title in sentence case – upper case only for the first letter of the first word and any proper nouns, such as names, e.g. Paget's disease
- If there is a subtitle separate it with a colon, follow the colon with a space and then start the next word in lower case, e.g. How to submit an abstract: a guide for authors
• Acronyms should be written in full followed by the acronym in brackets, eg magnetic resonance imaging (MRI)

PLEASE STRUCTURE YOUR ABSTRACT AS FOLLOWS:
Research abstracts:
• Objectives
• Methods
• Results
• Conclusion

Please note: Research abstracts containing no data are unlikely to be accepted. You must include results in your abstract unless you are describing a clinical case.

Clinical cases:
• Background
• Presenting problem
• Clinical management
• Discussion

You do not need to include these headers in your abstract.

CONFLICT OF INTEREST
• Presenters must disclose any possible conflicts of interest by following the instructions on the abstract form.
• Conflict of interest statements will be published with the abstracts.

ETHICS
Submission of an abstract that deals with experimentation on humans or animals implies that the authors adhere to any applicable guidelines dealing with human or animal experimentation and that the appropriate approval has been granted from the institution’s review committees.

AWARDS
Please see meeting website for details.
If you are eligible and would like to apply for an award please check the box and send your eligibility form as shown on the abstract submission form.

WHAT HAPPENS AFTER I SUBMIT MY ABSTRACT?
You will receive an email to confirm that your abstract has been received.

Abstracts are marked under blinded conditions by the BRS & BORS 2019 organising committee and representative members of the current BRS and BORS committees. Reviewers do not score abstracts when there is a potential or actual conflict of interest.

Submitted abstracts are primarily selected for oral presentation/poster pitch or poster presentation on the basis of the scores achieved during the review process.
The BRS & BORS organizing committee reserves the right to make minimal adjustments to the final programme in order to maintain a breadth and balance of interests in the programme.

HOW IS MY ABSTRACT SCORED?
Your abstract will be scored based on the following criteria:

- Scientific merit
- Originality
- Methodology
- Conclusions supported by appropriate data

Clinical cases will be judged according to the level of interest, and the quality of the description of the case, analysis and discussion.

CAN I AMEND MY ABSTRACT AFTER SUBMISSION?
Yes – you can amend your abstract up to the abstract deadline by logging onto the abstract submission system. Please see your confirmation of submission email for details.

CAN I WITHDRAW MY ABSTRACT AFTER SUBMISSION?
If you need to withdraw your abstract please contact us at the address below.

REGISTRATION DEADLINE 28 JUNE 2019
Submitting an abstract constitutes a commitment to attend the meeting and to present the work as submitted. Authors of accepted abstracts must register by the early bird deadline, Friday 28 June, 2019 in order for their abstract to be included in the programme and published.

SECRETARIAT
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Abstract deadline: Friday 3 May, 2019 23.59 hours GMT

Meeting website