

CRYO2024 ABSTRACT SUBMISSION GUIDELINES

KEY DATES

February 12th, 2024 - Abstracts Close

April 1st, 2024 - Author Notification

SUBMISSION FORMATS

In Person – Oral and Poster Presentation

Virtual – Oral and Poster Presentation

Note - the program committee reserves the right to prioritize oral presentation slots for presenters who are able to attend the meeting in person.

BEFORE SUBMISSION

CONSENT

Please ensure you have the consent of all authors to submit the abstract. You will also require the email address and affiliation of all authors.

TEXT RENDERING

If your abstract contains equations, formulae, or other formatting not adequately rendered in a standard web text box you can upload your abstract as a word .doc or .docx instead. The maximum file size is 64MB.

GUIDELINES

Thoroughly read the formatting and technical guidelines below and adhere to them.

PRESENTATION FORMAT

Please note the program committee may prioritize oral presentations for presenters who are able to attend the meeting in person. This is at the committee's discretion.

FORMATTING AND TECHNICAL GUIDELINES

TITLE

- Abstract title should be in **capital letters**, and limited to a maximum of 12 words.



WORD LIMIT

- Abstracts are limited to 300 words. Abstracts which exceed this limit will not be accepted.

AUTHOR NAMES

- List the full first and last name of each author. Initials are optional and permitted for middle name(s). List any middle initials in the first name text box e.g. Arthur C.
- Do not use an initial instead of a full first name.

AFFILIATIONS

- List affiliation in the following format: Department [optional], Company/Institute/University, Town, State [optional], and Country. No other detail is required.
- Do not list full postal addresses.
- Please translate foreign names of companies/institutes into English.

FORMATTING

- References are not permitted within your abstract.
- Do not use sub-headings (e.g. introduction, methods, conclusion) in your abstract
- Do not use images, tables or figures.
- Please use Me₂SO not DMSO for dimethyl sulfoxide.

PROOF-READING/EDITING

- Submissions will be accepted in British or American English.
- The program committee's decision will be directly affected by the readability of your abstract. Please

proof-read your abstract carefully to make sure it is free of typographical errors.

- If your first language is not English, consider having a native English speaker proof-read your abstract.

FUNDING/CONFLICT OF INTEREST

- You may acknowledge the source of your funding.
- You must declare any potential conflict of interest.

PUBLICATION

- By submitting an abstract to CRYO2023 you grant permission to the Society for Cryobiology to publish your abstract in *Cryobiology* in both electronic and hard copy as part of the proceedings of the meeting.

CONSENT TO RECORD

- By submitting your abstract and taking part in the meeting you grant permission for the Society for Cryobiology to record your presentation and upload it to the event platform for on demand viewing by all registered delegates for 3 months post-meeting.

AFTER SUBMISSION

CONFIRMATION

When you have submitted your abstract, you will receive an email confirmation of submission and an abstract ID number. Be sure to save your ID number as you will require it to log into the system for editing

and corrections. Please quote your ID number in any correspondence regarding your abstract.

REVIEW

All abstracts will be peer reviewed by 2 reviewers. The decisions of the Program Committee are final and non-negotiable.

REGISTRATION

The presenting author of an accepted abstract must register for the meeting and make payment of the appropriate registration fee in full.

No financial support is available to submitted abstract presenters who are not students.

WITHDRAWAL

If you wish to withdraw your oral or poster abstract after acceptance you must notify admin@societyforcryobiology.org so your presentation slot can be reassigned.

UNABLE TO ATTEND IN PERSON

Accepted in person oral abstracts presenters who are unable to present in person must make every effort to arrange for one of the other authors to attend and present the abstract. If this is not possible please notify admin@societyforcryobiology.org. Your presentation format may be reassigned to a poster presentation pending the decision of the program committee.