

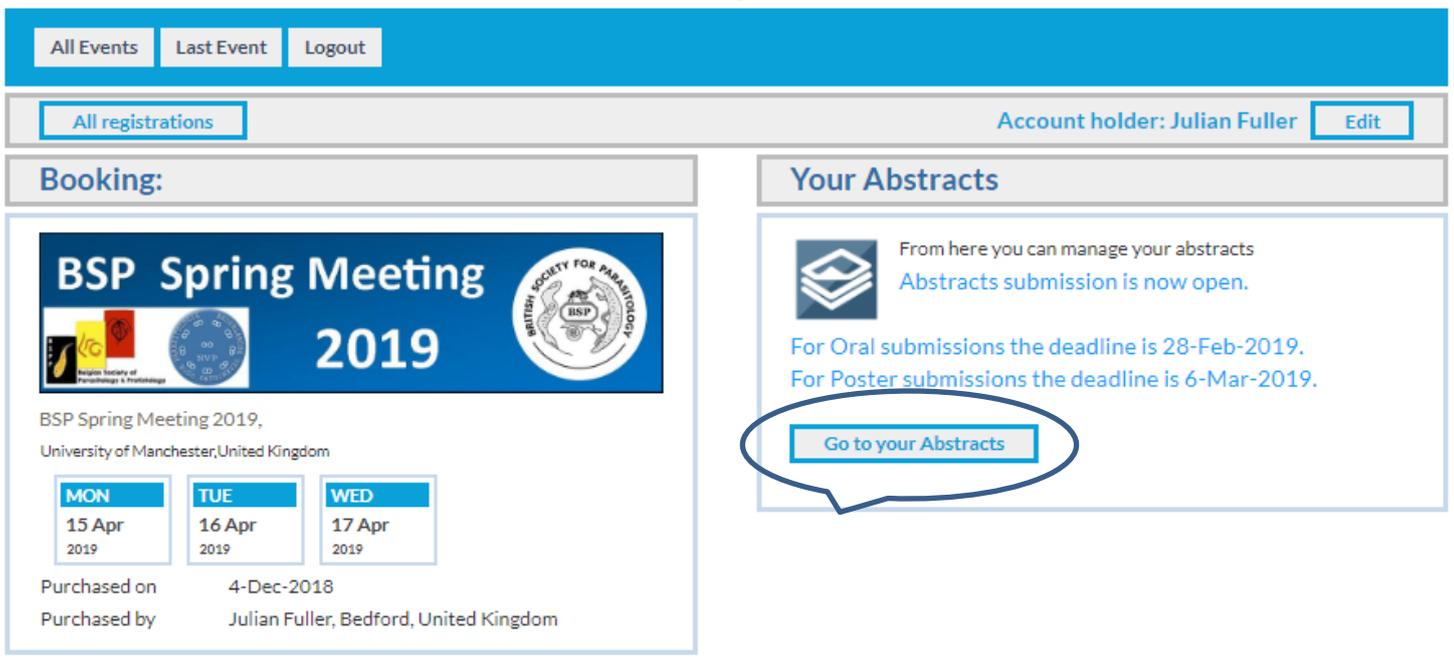
# BSP Events



## A brief guide to using our abstract system.

The BSP uses a bespoke booking system that requires you to register in order to book. If you have previously booked you will be able to use the same logon information to book for the current meeting.

### Submitting an abstract



<a href="#">Back to Registration</a>	<a href="#">Edit Presenter Profile</a>
BSP Spring Meeting 2019	Monday, 15 April 2019 to Wednesday, 17 April 2019
<b>Your Abstracts</b>	Oral Submission Deadline: <b>28-Feb-2019</b> Poster Submission Deadline: <b>6-Mar-2019</b>

Your abstracts will be listed here

You Deleted an Abstract. It's gone! Really gone...

Create a new abstract

Type (applying for)  
 Oral  Poster

[Create New Abstract](#)

Type  
You may apply for either a speaking slot (oral) or poster presentation. Neither are guaranteed but the final type of presentation will be stated here after review process.

You can submit an abstract on the system this can be either an oral or poster presentation. If it is an oral and you are unsuccessful you will be offered a poster presentation. Normally there are over 80 oral slots and we try and accommodate all oral requests. However if your session is over-subscribed we will endeavour to offer you a slot in an associated session where possible.

Posters are easier and we generally accept all poster requests. These are now done in two sessions so that there is more time for your poster to be viewed.

Poster sizes are A0 portrait.

If you are travelling a long way we advise you to have it produced on fabric which means you can pack it into luggage and avoid problems on low cost airlines with additional baggage cost for a poster tube.

## Entry system

Preview allows you to see what it will look like on the system you can use this at any stage

*A New Poster Abstract*

Preview Title Abstract Authors Attachments Disclosure Submit

Abstract Title 234 more characters available

A New Poster Abstract

Choose the most appropriate Track for this abstract:

-- Choose Track --

Update

**Student Prize**  
 I would like to nominate this Poster for a Student Prize

**Short Oral**  
 Tick this box if you would like your Poster to be considered for a very short oral to promote it

Poster Abstract Information:  
Type (applied for) Poster  
Status Submitted  
You can edit your abstract up to 6-Mar-2019  
On these tabs you can edit your abstracts.  
Data is saved whenever you press "update" in any tab.  
There is no separate 'submission' step. You can come back and edit or finalise your abstract at any time before the deadline.  
Please don't use all CAPS when entering information  
Delete this abstract

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The front screen asks for a title and which track to enter it on roughly the subject area

## Poster pitches

These are brief opportunities to sell your poster during an oral session. If we are running a poster pitch session (2019) then you select this is the first page of the abstract submission system, there will be a small check box that asks if you wish to be considered for this

In addition on the same page is a tick box for consideration for student prizes.

Each tab needs to be filled out and the  button pressed.

## Abstract tab

Back to RegistrationBack to Abstracts ListEdit Presenter Profile

BSP Spring Meeting 2019Monday, 15 April 2019 to Wednesday, 17 April 2019

Edit Poster AbstractEditing Deadline: 6-Mar-2019

*A New Poster Abstract*

PreviewTitle !Abstract !Authors ✓AttachmentsDisclosure !Submit !

### Abstract

Abstracts must be in English and should not contain tables, images or lists.

B I X<sup>x</sup> X<sub>x</sub> 🔗 🔍 3970 characters remaining

Enter your main body text here

Update

Abstracts can be a maximum of 4000 characters in length. We recommend that you prepare your abstract off-line and then copy and paste into this box. Bold, Italic and other HTML markings-up do consume characters, so extra storage is available, but try and aim for less than 4000 plain text.

Authors are responsible for proof-reading their abstracts and ensuring that they are free of grammatical or typographical errors.

Careful how you copy/paste from your source document. Too much hidden code might be pasted in leaving no room for your actual text. If you are having difficulty, change to plain text mode.

<< Plain Text Mode

This is the main body of your abstract. When submitting your abstract there is a limit of 4000 characters (including spaces) for your abstract. When cutting and pasting you abstract particularly from Apple systems some Unicode errors can occur. These are important in that they can increase the size of your abstract and thus lose the end of it or can corrupt special characters. Unicode is supposed to be an internationally agreed format but it appears every browser and word processor manufacturer implements it in differing ways, this is outside our control so to help please attached a pdf of your work so we can fix these errors quickly when they appear.

## Authors

Author Record Updated

PreviewTitle !Abstract !Authors ✓AttachmentsDisclosure !Submit !

### Authors

J Fuller	Faculty of Science, University of South Bohemia, Ceske Budejovice (Budweis), Czech Republic, Czech Republic <small>525</small>	[Edit]
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**Authors**

We require the first initial (second optional), last name, email address and institution that most pertains to the work.

The maximum number of authors is twelve.

Add Author

## Adding authors

When adding an author a choice may appear on the right hand side of the screen. Select this as its generally associated with their membership record. Sometimes multiples may appear select the first correct one.

Preview Title Abstract Authors Attachments Disclosure Submit

### Add an Author

Last Name  Please choose from the list if the author appears there.

Lead?  Tick if Lead Author

Initials

Email

Country

Institute  Institution that most pertains to the work. No departments or addresses please. Please choose from the list if any appear as you type.

Matching Authors  
If the author is not in this list, continue to type the name.

Royal Veterinary College  
dblake@rvc.ac.uk

Do not forget to click add author

Once you have added authors uploaded your pdf, complete the disclosure which is only needed if you have some financial involvement with the abstract (for instance : you have shares in a company who's drug you are testing) and click on submit. Your abstract is now in the system.

You can check the abstract deadlines and expect to hear something inside of 10 working days of the close date on the booking system front page.

## Finally

If you create multiple abstract and don't submit them they still live on the system and cause us problems so you will receive emails about these to avoid the hassle because you were just looking go to the title tab and delete your abstract. If it is half complete you can return and edit it later as long as abstract submission is still open.

If you need help ask [info@bsp.uk.net](mailto:info@bsp.uk.net)