

## **Submissions have to be delivered by July 31st 2019!**

### **General guidelines**

- Abstracts should be submitted to [abstract@youmares.org](mailto:abstract@youmares.org)
- The conference language is English
- Together with your abstract, please submit a short academic CV including, at least, the field of study, current level and achieved degree(s) and current employer/working group, if applicable. This information will not be published, but will help the session chairs to introduce the speakers
- Please indicate if you are submitting your abstract as a poster or oral presentation
- Corresponding authors will be notified regarding acceptance of their submissions after submission deadline. Depending on the number of abstracts submitted, authors may be asked to change the format of their contribution to either oral or poster presentation
- Abstract evaluation will be based on career stage, match and relevance to the session theme, innovation potential, structure and clarity.
- Abstracts will be included in the conference proceedings. To facilitate editing and layout of the proceedings, please use the provided template for creating your abstract.
- After the deadline, changes to the title and text are not accepted. In exceptional circumstances, changes to authors may be permitted. The decision on this will be with the session chairs.

### **General deadline for submissions is July 31st 2019!**

### **Abstract contents and format**

- Abstracts must be submitted as .doc or .docx. We cannot accept other file formats!
- Abstracts must be submitted in English
- Abstracts can be one or up to two pages and single spaced. They may include different sections such as introduction, materials & methods, results, discussion, conclusions and key (limited) references, as well as tables and figures (only if relevant)
- Only use A4 format (29,7cm by 21cm) paper size with left margin of 4.2cm; right margin of 4.2cm; top margin of 2cm and bottom margin of 4cm
- Please use Times New Roman 10 point for all sections, except for address line(s) and references which should be 9 point
- **The following items must be included:**
  - Title of paper: type in bold in upper-case letters (= full capitals) and the scientific names in the title in italics; leave two lines between title and author(s)
  - Author(s) name(s): the first letters of both first and last names must be capitalised; leave one line between author(s) and affiliation. Use \* after the presenting author

- Affiliation and complete address of the author(s): (in point 9) leave two lines between affiliation and text. The e-mail address only of the contact person/presenting author should be provided
- Headings of sections: type bold (not in full caps); space above should be two single lines for the first section header and one and a half lines above all the other section headers; space below section header should be half a line (or 6pt) only
- Text: typing must be single spaced; space between paragraphs can be half a line (or 6pt); paragraphs should begin flush with the left margin of the text, not indented
- Scientific names should appear in Italics, e.g. *Solea solea*
- Tabs in text or tables are not advisable; please do not use footnotes nor endnotes; please do not use uppercase in references
- please separate sentences by a full stop followed by one space only
- Acronyms should be written ICES, FAO, etc. (without full stops)
- Use only the metric system. Abbreviate units of measure using the "Système international d'Unités (SI)" [https://www.nist.gov/sites/default/files/documents/pml/div684/fcdc/si\\_brochure\\_8.pdf](https://www.nist.gov/sites/default/files/documents/pml/div684/fcdc/si_brochure_8.pdf)
- Do not leave a space between the number & the unit, e.g. 1kg, 1g, 1ppt, 1%, 1min, exception: for litre, e.g. 1 l
- Make a distinction between numerals and letters, e.g. zero (0) and O; one (1) and litre (l) Do not use commas in numbers, use a point for decimals, e.g. 5.1, and spaces for large numbers, e.g. 2 856 653 and prevent them from being separated onto two lines (use a hard space: CTRL+SHIFT+Space bar)
- The abstract text (not including title, authors and addresses) must not contain more than 300 words.

**Deadline for abstracts is July 31st 2019!**

## **Poster format guidelines**

- Posters should be prepared in DIN A0 (portrait format).
- The poster should be clear and concise, and should be legible from a distance of at least one meter. Use large print and block letters when possible. For legibility, a minimum font size of 28 points and a maximum of 600 words are recommended. For the title, a font size of at least 60 points is advisable.
- To structure the content, it is recommended to use clear sections, i.e., Purpose, Methods, Results, and Conclusion.
- The poster must include the same title and author information as submitted in the abstract.
- It is advisable to include an e-mail address on the poster to assist viewers to contact the authors later. Also, it is recommended to provide printouts of the poster as handouts – please take care of a mounting possibility.

- The actual Poster Session will take place in the evening of September 12 - 13th 2019. However, we will do your best to enable you displaying the posters for the whole conference time.

### **Oral presentation guidelines**

- Time slots of 15 minutes are assigned per oral presentation including 3 minutes for questions
- A structure of following Background/Introduction, Materials and Methods, Results, and Discussion/Conclusion is recommended
- Use colours and font sizes that will be legible when presented in a large room. A font size of AT LEAST 24 points for body text and 36 – 40 points for headings should be used. Light coloured text on a dark background is advised. Avoid using red or green. The maximum number of lines in text slides should not be more than 6 or 7.
- Make sure that all graphs, figures and tables are explained in legends and labels

### **Awards for best presentation and posters**

- There may be awards for the best posters and the best presentations from each session (depending on financial scope available)
- details on evaluation procedures will be announced in due time

**We are looking forward to your abstract submissions – inspiring talks  
– great posters and interesting conversations!**



Youmares Orga Team