



## Abstract Submission Guidelines

Abstracts should be submitted via the BSA's online abstract submission process.

### Oral Papers (250 word count limit)

The programme stream coordinators will allocate Oral Paper slots after consideration of all accepted abstracts, together with the keywords supplied by authors. **All oral presentations will be 20-minute papers** so you should plan to speak for 15 minutes and allow 5 minutes for comments and questions. All rooms are equipped with a computer, screen, projector and power point facilities.

### Posters (250 word count limit)

The organisers wish to encourage the presentation of suitable material by poster rather than in an oral presentation, and a prominent display area will be available. Further guidance on poster presentations [here](#).

### Roundtables (250 word count limit)

As is usual practice at some larger conferences, roundtable sessions are where a number of presentations are given simultaneously at separate tables within a single room. Each table will have a session chair and the papers allocated to it will be grouped by topic areas. Each of the four papers within the roundtable will be allocated a 20 minute slot (15 minutes presentation followed by 5 minutes questions). Computers and PowerPoint will not be available for use during the roundtable sessions, therefore we would encourage presenters to use this as an opportunity to think more creatively about their input at the conference. Further guidance on roundtable sessions is available [here](#).

### Special Events (500 word count limit)

Special Event sessions are 1.5hr sessions and may include visual displays, symposia, panels, workshops, roundtable discussions and many more. Please submit your Special Event on the BSA website by choosing your preferred presentation mode from the dropdown menu as 'Special Event'.

## HOW TO SUBMIT YOUR ABSTRACT (ORAL PAPERS, ROUNDTABLE and POSTER PRESENTATIONS)

### The presenting author should complete the online submission form.

- You will need to log in or register in order to submit an abstract.
- Visit the [BSA Annual Conference](#) website and click Submit on the right hand side of the page.
- Submit your abstract on the submission page. You can review your abstract, save it and revisit at a later stage. You can check your MyBSA area under Abstract Submission Details to view the progress of your abstract.

Please contact the [BSA Events Team](#) if you have any queries.