IMPORTANT INFORMATION FOR THE SUBMISSION OF ABSTRACTS

Abstracts for the 2024 BCS annual conference can be submitted in the following clinical categories:

- **ACHD/valve disease/pericardial disease/cardiomyopathy**
- **Acute coronary syndromes & Interventional Cardiology**
- **Allied Health Professionals/Nursing/Health Scientists**
- **Cardiac Rhythm Management**
- **Heart Failure**
- **Imaging**
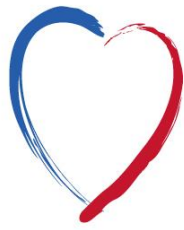- **Stable IHD/Prevention/Hypertension/Lipids**

The deadline for all **Clinical abstracts** is **23:59** on **Sunday 3 March 2024.**

Basic Science

The deadline for **Basic Science abstracts** is **23:59** on **10 March 2024.**

Submitting an abstract – instructions for both Clinical and Basic Science abstracts

- You will need to submit your abstract through Cvent
- Abstracts may be saved and re-edited before the final deadline. Please use the username and password that you created on Cvent to edit your abstract
- You must click **'Submit' before** the abstract deadline, otherwise your abstract will not be accepted for the BCS Conference
- Abstracts cannot be submitted **after** the deadline. The site will close for submission and late entries to these categories cannot be processed.
- Authors do not need to be members of the BCS
- All submitted abstracts must **not** have been accepted for publication elsewhere at the time of submission
- Multiple abstracts around the same subject or using the same dataset (salami publication) is discouraged and may be penalised by the markers where it is felt that the data could have been better presented as a single abstract
- If the abstract is accepted, one of the authors **must** be available to present the abstract at the BCS Annual Conference. First authors must be aware that if more than two abstracts are accepted into a single category then it may be necessary to nominate a co-author to present at the Conference in addition. **Failure to present an accepted abstract may result in a three-year submission ban for all authors**

- Please note that you **cannot** co-present an abstract with a fellow co-author
- Please note that if there are any changes to the **presenting author** for the abstract, you will need to email abstracts@bcs.com with details and copy in all the co-authors associated with the abstract.
- You are **not** able to edit the list authors of the abstract after it has been fully submitted; you are only able to do this if your abstract is saved and not fully submitted, so please make sure that all author information is correctly entered and in the correct order.

Formatting the abstract

- Abstract Title - upper case letters only (**max 250 characters including spaces**)
- Abstract Text - mixed case letters (**max 3,000 characters including spaces**) Please structure your abstract with a brief **Introduction**, explanation of basic **Methods**, **Results** and **Conclusions**
- **Tables** - your table should not exceed 10 rows and five columns to maintain legibility. The BCS reserves the right to withdraw an abstract if the tables are illegible. A maximum of **two tables** are allowed per abstract.
- **Graphs** should be inserted as image files (see below)
- **Images** can be submitted as JPG & PNG formats. They will be reproduced at a maximum size of 8cm X 8cm and should be legible at this size. A maximum of **two graphs (images)**, each with single x-y axis, are allowed in an image, and a maximum of **two images** per abstract. Images should be saved and supplied as JPG or PNG files, at a minimum resolution of **300 dpi**
- You will need to enter three **keywords** associated with your abstract when submitting
- You will also need to **upload a full copy of your abstract** in Word format for administration purposes. Please use the upload file button to upload your document.
- Figure legends/captions are not included in the **3000 character** count limit.

Results of the judging process

- Only the **submitting author** of the abstract will be notified by email by the end of April 2024 if your abstract has been accepted or not. Details of day/time, poster preparation and oral moderation will be included at this time. If the submitting author is not the presenting author of the abstract, it is their responsibility to forward the email on to the presenting author and **not BCS**.
- The top three rated abstracts in each category will be presented orally in the '**Best of the Best'** session with a prize being awarded to the top scoring abstract at the closing ceremony.

Young Investigators Award

The deadline for submissions for the Young Investigators Award is **23:59 on Sunday 3 March 2024.** The submission is a separate process from that governing the poster abstracts and consists of a brief communication including the abstract, an introduction, methods, results, discussion and figure legends. Research work submitted as a poster abstract can also be submitted in the YIA competition. Please see the separate submission details for the Young Investigators Award competition.