



## How to Submit your Abstract

All abstracts will be submitted through an online abstract management service. You can type this information directly into the website, or copy and paste it into the relevant fields. Before you start you will need the following information ready:

- Names, email addresses, and affiliations of all authors
- Abstract title
- Abstract body
- Statement of Funding (if any)
- Conflict of Interest Statement (if applicable)

## CRYO2020 Abstract Submission Guide

### Title

- Abstract title should typed in capital letters only.

### Word Limit

- Abstracts are limited to 300 words. You cannot input more than 300 words into the system.

### Author Names

- List the full first and last name of each author. Initials are optional and permitted for middle name(s).
- Do not use an initial instead of a full first name.

Examples: Arthur C. Coldstream; Peter Smith

*Note – To enter a middle initial in Ex Ordo, please add it after the first name, in the first name text box.*

### Affiliations

- List affiliation in the following format: Department (optional), Company/Institute, Town, State (optional), and Country.
- Do not list full postal addresses.
- Please translate foreign names of companies/institutes into English.

#### *Examples*

University of Cambridge, Cambridge, UK  
21st Century Medicine, Fontana, CA, USA

### Formatting

- References are not permitted within your abstract except in exceptional circumstances (e.g. retrospectives or overviews of a topic or field).
- Do not use sub-headings (e.g. introduction, methods, conclusion) in your abstract
- Do not use images, tables or figures. Only text will be published.
- Please use Me<sub>2</sub>SO not DMSO when referring to dimethyl sulfoxide.

### Proof-Reading/Editing

- Submissions will be accepted in British or American English.
- If your first language is not English consider having a native English speaker proof-read your abstract, as abstracts which are well written and easy for the reviewers to understand have a better chance of being accepted for presentation.

## Publication of Abstracts

All abstracts which are presented at CRYO2020 will be published in *Cryobiology*. Abstracts not presented at the meeting will not be published.