

Instructions for abstract submission to SHOT Symposium Wednesday 12 July 2017**DEADLINE: Friday 28 April 2017**

Abstracts can only be accepted if received in the requested format

Abstracts are invited for poster presentation at the Annual SHOT Symposium, Wednesday 12 July 2017 at Rothamsted Centre for Research and Enterprise, Harpenden, Herts, AL5 2JQ. Abstracts must be original and must not have been previously published or presented at other British meetings with the exception of BBTS. Agreement has been made that abstracts may be presented at both the BBTS Annual Scientific Meeting and the SHOT Symposium.

Abstracts should be no longer than 300 words excluding abstract title and authors and will be subject to review by the abstract review process. The author of the best abstract will be given an oral slot in the Symposium programme.

Abstract Structure

Your abstract must set out clearly the purpose of the study and must include data to support your conclusions.

Abstracts should include **Background/Introduction** - a brief statement of purpose or why the study was done; **Methods or Study Design** - a description of the methods used or work done; **Results** - a summary of the results observed; **Conclusions** - a statement of the conclusions based on the reported results, including any recommendations. If a table is included, please reduce the total word count by 50

The abstract should arrive either as one paragraph, or in four sections as above.

Data should be summarised, abstracts should include numbers studied etc, "results will be discussed" or "data will be presented" is not sufficient and may lead to the abstract being rejected.

Abstract Criteria

- State the reason for the study/research
- Describe methods and/or study design
- Present data and results clearly
- Interpret results and state their significance
- Explain terms before abbreviating them

Reviewers may reject abstracts because;

- The data are considered insufficient
- The conclusion cannot be reached from the data presented
- The information has been previously published or is well known
- The abstract is poorly presented with spelling or grammatical errors - Write clearly and concisely

All submitting authors will receive an e-mail confirmation of receipt of their submission and will be notified of the outcome of their submissions by the end of May.

Submission of an abstract constitutes a commitment by the author to present it if accepted. Failure to present, if not justified, may put future abstract submissions at risk. The presenter must register and attend the annual symposium.

References are discouraged, however if references are essential, they should be within the text, in the form: (Smith et al. Eur J Anaesth 1998; 15: 100-1).