

May 4-8, 2010 • Hilton Hotel, Portland, Oregon • [www.stateofthesalmon.org](http://www.stateofthesalmon.org)

## Frequently Asked Questions on Abstract Submission

**Deadline:** March 1, 2010

**Word Limit:** 250 words

**To Submit:** <https://salmon.conference-services.net/authorlogin.asp?conferenceID=2073&language=en-uk>

**Q: How do I begin the process to submit an abstract?**

A: Go to the online abstract submission tool [here](#). Follow the link for new users in order to create a new account for this conference. Follow the instructions to create a profile, username, and password. You will be sent an automated confirmation email and thereafter you can log into the system anytime as a registered user.

**Q. Can I send you my submission via email?**

A. No. All abstracts must be submitted via the online submission tool on or before March 1, 2010

**Q: Are there instructions available to navigate the abstract submission process?**

A: The abstract submission tool was designed for ease of use and will guide you step by step. If you can't find the answers you need within the tool or in this FAQ, you can contact SoS staff at 1-971-255-5580.

**Q. Why do some links not work in the submission tool?**

A. The online abstract submission tool works best in Microsoft's Internet Explorer (IE). If you use an alternate browser such as Firefox or Safari, close out and launch the submission tool in IE.

**Q. I need to come back later to finish my abstract. Can I save what I've done so far and return later?**

A. No. If you want to save the abstract you've started, you'll need to complete all the required fields and hit the "finish" button. You can return to modify your abstract any time before March 1<sup>st</sup>. After March 1<sup>st</sup> it will be considered final.

**Q: Can I edit the abstract after I have submitted it?**

A. Yes, through March 1<sup>st</sup>. Return to the online submission tool and login with the username and password you created when you first accessed the system. Click on the title of your previous submission to modify any of its content. You will also have the option to delete it or create a new one. Changes to your abstract can only be done within the submission period. After March 1<sup>st</sup> you will be able to view your submission but will not be able to edit it.

**Q: What do I do if I need to withdraw my submission?**

A: If it's on or before March 1<sup>st</sup>, login to the submission tool and delete your entry. If it's after March 1<sup>st</sup>, you'll need to contact the conference administrator at [inquiries@stateofthesalmon.org](mailto:inquiries@stateofthesalmon.org) or 1-971-255-5580 and ask to have it withdrawn.

**Q: How much does it cost to submit an abstract?**

A: Nothing, zero, zip.

**Q. Is the 250 word count limit just for the body of the abstract?**

A. Yes. The title, authors, affiliations, and contact information are required but do not count towards the word limit.

**Q. Are there formatting or file type requirements?**

A. No, except you are limited to text only. No charts, tables, or other figures are accepted. You can type the abstract directly into the online text box or you can cut and paste from another source (word, pdf, html, etc). Use the formatting toolkit in the GUI to ensure custom characters or other paragraph or font formats appear as you intend.

**Q. Can I add references to my abstract?**

A. No.

**Q. Can I submit an abstract in a language other than English?**

A. Yes.

**Q. Will my abstract be blind-reviewed?**

A. No, the submissions are not anonymous.

**Q. When will I be notified as to whether or not my abstract has been accepted?**

A. Notifications will be sent via email to the lead author in late March 2010. It is up to this person to notify the remainder of the co-authors. As such, please make sure that the contact information you have provided is up to date.

