



ABSTRACT SUBMISSION GUIDELINES

Submission Deadline: 5pm, Friday 20th April

The BOOS 2018 Annual Meeting Committee welcomes abstracts for both oral and poster presentations dealing with orthopaedic oncology. This represents an invaluable opportunity to present and discuss data with international leaders in the field. The Annual BOOS Meeting is a key opportunity for knowledge sharing and discussion for all those working in or training in the field of orthopaedic oncology and your presentations will be at the heart of what we hope will be a varied and inspiring programme.

We are interested in data on any aspect of orthopaedic oncology, including basic science and clinical aspects of metastatic bone disease, and primary bone or soft tissue tumours.

Using the abstract submission system:

You must submit your abstract through the online submission form (<https://echoevents.symboline.com/registrationforms/boos2018abstracts/done/>). Some questions are marked “required” and you will not be able to complete your submission until these questions have been answered.

Queries:

If you have any queries about the submission process or you want to withdraw an abstract please contact claire@echoevents.org.

Please read the instructions below carefully before preparing your abstract.

- Aim to capture the Annual Meeting Committee’s interest.
- Be clear and concise.
- Ensure your abstract is checked carefully for spelling, grammar, clarity and readability.
- The submitter is usually the lead author and will be the main contact person for this abstract. They will receive all correspondence in regards to this paper so please ensure the contact information entered below is accurate.



TITLE

The title of your abstract should be succinct yet clearly describe the content of the work. Use sentence case (i.e. the first letter of the sentence is capitalised, with the rest being lower case except for proper nouns and acronyms). Do not use any abbreviations in the abstract title. The titles of accepted abstracts will be published in the final conference programme. You should adhere to the original title and content of the abstract when presenting.

ABSTRACT CONTENT

1. Your abstract should not exceed **300 words**.
2. Please do not include author names in the title or body of the abstract: a blind reviewing process is used to evaluate each submission.
3. Abstracts must be submitted in English.
4. We suggest that, prior to submission, the abstract is written using Word Processing software (e.g. Microsoft Word) and copy-pasted across into the online submission form.

GENERAL STYLE GUIDELINES

1. Abstracts should be structured under appropriate headings for the nature of the work, for example:
 - Background
 - Objectives
 - Methods
 - Results
 - Conclusions
2. When using abbreviations, place the abbreviation in brackets after using the full word for the first time.
3. If reference is made to proprietary products or equipment, the manufacturer's name and location should be included in brackets.
4. Please check your abstract carefully as it will not be edited.

REFERENCES

References should be listed in the separate box provided in the abstract submission form.

- A minimum of 1 reference and a maximum of 3 references should be used, which should be accurately presented in Harvard style.

PRESENTATION TYPE



**British Orthopaedic
Oncology Society**

There is a choice of two presentation formats – oral or poster. Please indicate your choice of presentation format. The BOOS Annual Meeting Committee will make the final decision on presentation format.

AUTHORS

Give the first name, last name and organisation name (place of work or location where work was carried out) of the main authors associated with the abstract. Omit degrees, titles or appointments. Please select which authors will be presenting the data by clicking the appropriate checkboxes.

It is the responsibility of the author submitting the abstract to ensure that the full details of all authors are entered correctly giving first name, last name and organisation name of main authors associated with the abstract. These sections will be published in the final conference programme as entered by you on the submission system

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If you have any questions regarding submitting an abstract, please contact the BOOS Annual Meeting Team:

Tel: 0191 241 4523

Email: claire@echoevents.org

Please refer to the website for programme updates: <https://www.boos.org.uk/>