UK Fluids Conference

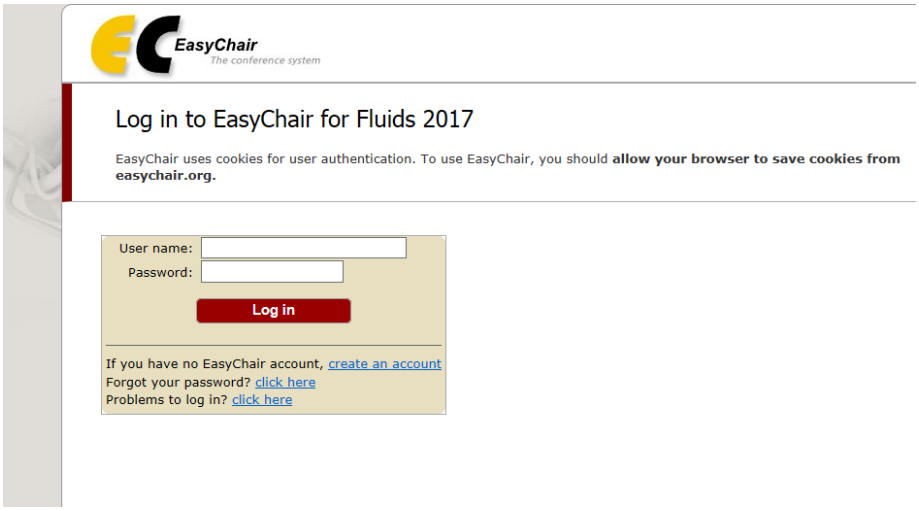
Wednesday 6 - Friday 8 September 2017

Abstract Guidelines

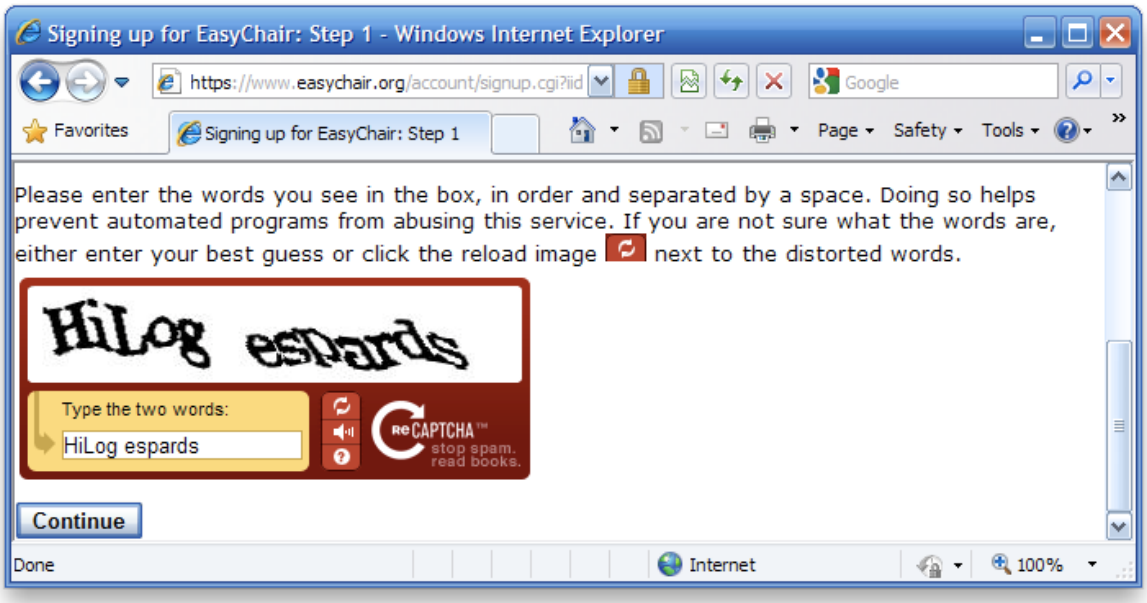
- All abstracts should be submitted via EasyChair at https://easychair.org/conferences/?conf=fluids2017. Please see full instructions below.
- Abstracts should include a title, author names, affiliation and be no longer than 200 words.
- Please state your preference for oral or poster presentation, as well as the name of the presenter.

If you have never used EasyChair before:

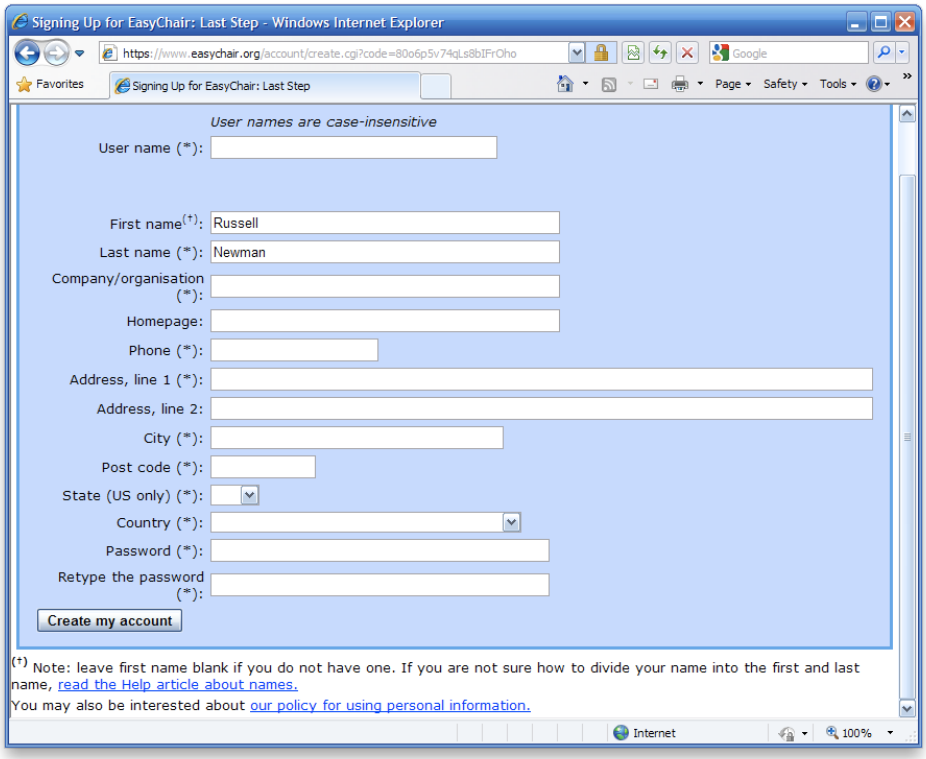
1. Navigate to the UK Fluids EasyChair system, at https://easychair.org/conferences/?conf=fluids2017
2. Click 'Sign up for an account'.



3. Fill in the captcha – then click ‘Continue’.

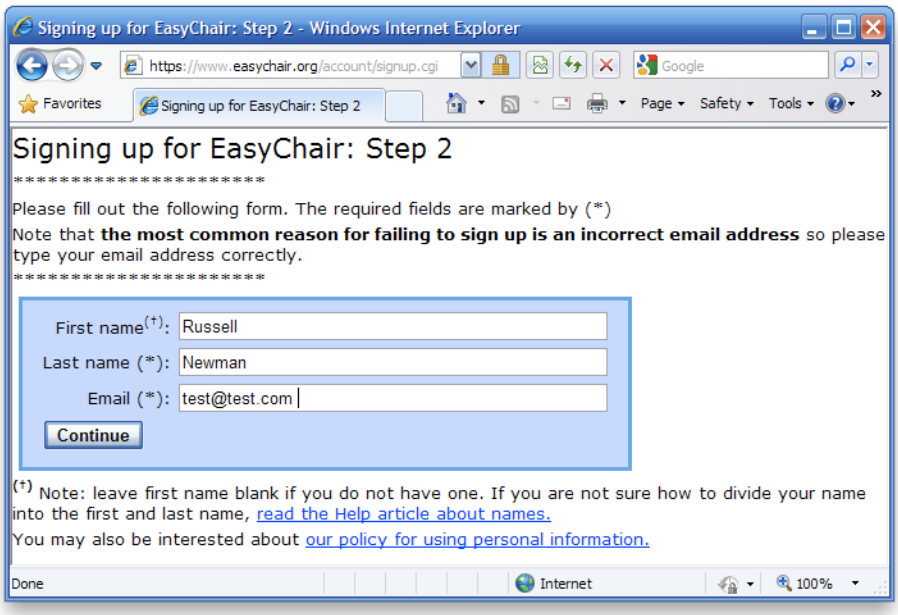


4. Fill out your name and email address. Click ‘Continue’.



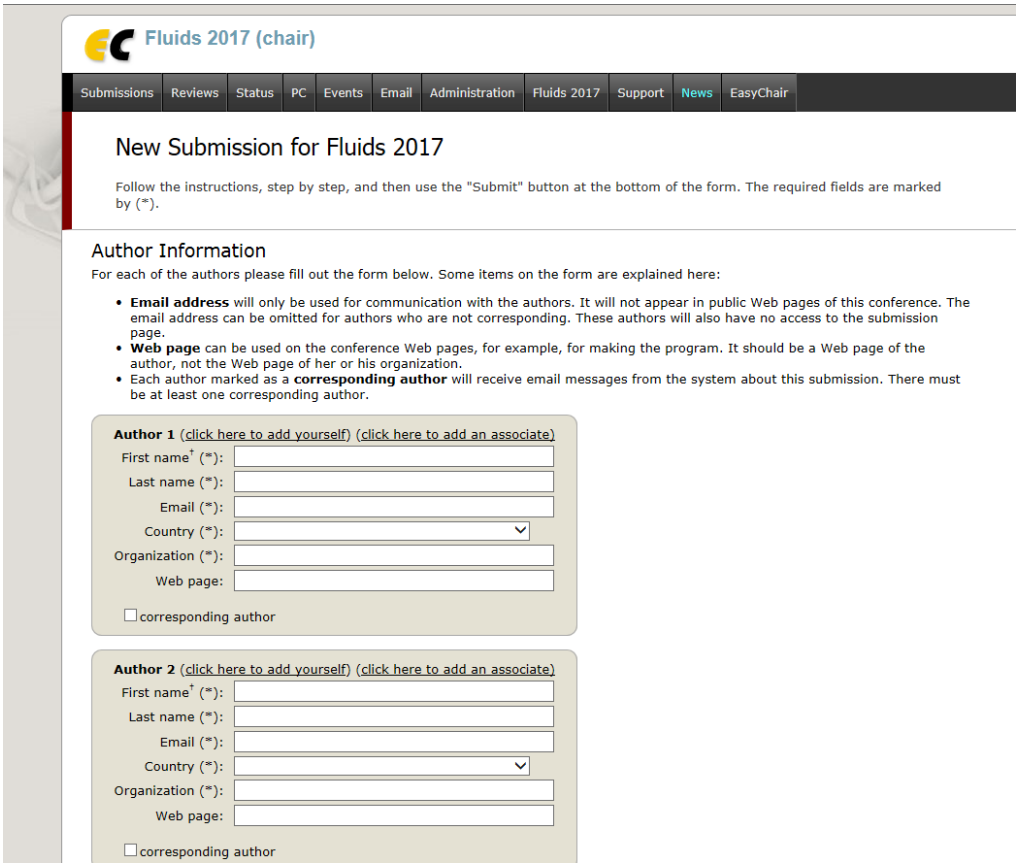
5. You will be sent a confirmation email containing a link to continue your registration. Click the link.

6. Complete your registration by providing all the required information, and picking a username and password. Then click ‘Create my account’.



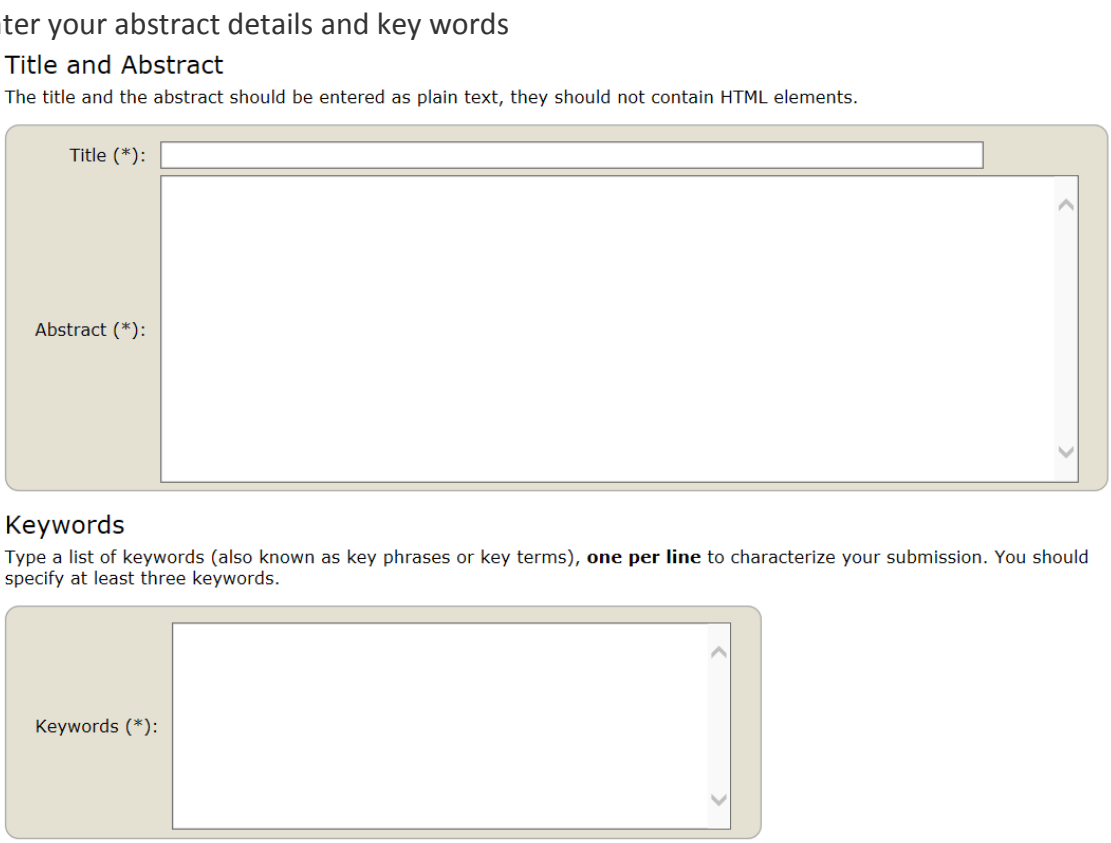
Once you have an EasyChair Account:

1. Navigate to the UK Fluids EasyChair system, at https://easychair.org/conferences/?conf=fluids2017
2. Sign in using your new or existing username and password.
3. Click ‘New Submission’.

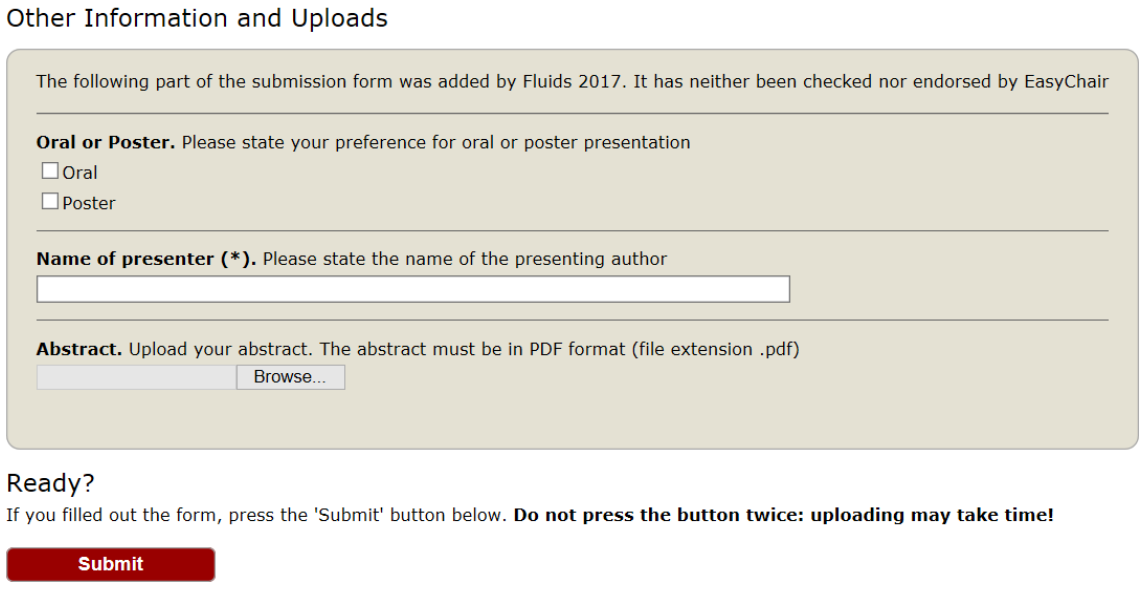


4. Fill out the forms to provide citation information, such as author names, a title, abstract and keywords.
   If any of your co-authors have already signed up to EasyChair, you should click ‘Add an Associate’ to search for them, as opposed to adding their information manually.

5. Enter your abstract details and key words



6. Complete the 'Other Information' fields and upload your PDF abstract



7. When you are happy with your submission, click 'Submit' to save all the information in EasyChair.

8. Once you have submitted, you will be taken to the information page for your abstract. You may update various information about your abstract here, or submit a whole new version.

If your abstract is accepted for an oral presentation you will have the opportunity to update your abstract. This is a straightforward process, you will need to login to the conference, select the submission you wish to edit. In the upper right hand corner select ‘update submission information’ and then ‘add/update file’. You can now select a new file to upload to replace the existing version.