



ICYMARE

International Conference for
YOUNG Marine Researchers

GENERAL GUIDELINES

- Abstracts of oral and poster presentations can be submitted on the MyICYMARE platform (<https://conference.icymare.com/>) until the **15th of April 2024**.
- Your abstract has to be submitted in the English language.
- ICYMARE 2024 is an international **in-person** conference taking place in Bremen, Germany, and it will be held in English.
- Presentations should focus on one of the sessions listed in the Call for Abstracts. Please use the drop-down list within the submission mask on MyICYMARE to indicate the session you are applying for.
- Please also submit a **short academic CV** of yourself, which includes your background studies and current level of studies/employment. The CV will, of course, not be published anywhere. It will help the session hosts to introduce you as a presenter during the session.
- Once submitted, your abstracts will be forwarded to the respective session hosts. Session hosts might ask for clarifications, give advice on abstract phrasing, or may suggest switching to another, better fitting session. After the deadline for abstract submission, the corresponding presenters will be informed about the acceptance of the presentations. If too many or too few talks are submitted, the session host might ask you, if you are willing, to switch your presentation type from oral to poster or vice versa.
- The abstracts of early-career researchers will be handled with special emphasis as they are especially asked to contribute to this conference. The match to the sessions, the innovative potential, structure, and clarity of the abstract will be evaluated.
- All presentation abstracts will be published prior to the conference in the Book of Abstracts. For an easy editing process, please paste your abstract's text in the respective **textbox** on the MyICYMARE platform in addition to uploading it as a **Word document (.docx)**.
- **The deadline for abstract submission is April 15th, 2024.**
- You will receive a notification about your successful submission, as well as other status updates such as revisions or the acceptance of your abstract from the session hosts through the MyICYMARE platform. After acceptance, you until the 15th of July to register to the conference, otherwise you will automatically lose your spot as a presenter at ICYMARE 2024 BREMEN to make space for other presenters.

ABSTRACT CONTENT

- Please use the **MyICYMARE platform** (<https://conference.icymare.com/>) to submit your abstract.
- In addition to pasting your abstract's text into the respective text box, please remember to additionally upload your abstract as a text document. Only Word documents (.docx) are accepted for upload. Please do not upload your abstract as a PDF document.



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- Presentation titles should be short and precisely describing the submission content.
- All authors should be named in full. Middle names might be abbreviated. Please stick to the format **FirstName LastName** (i.e. John Doe).
- Please provide the **full name of all affiliations** for each author and use numbers to indicate, which affiliation belongs to which author according to the submission mask. Acronyms can be added in parentheses after the full name of the affiliation (i.e. Alfred-Wegener-Institute (AWI)). Please also indicate the **city** and **country** of the affiliations. The main address of each author should be the one to which the author was affiliated by the time of research.

See here an example of how you should indicate affiliations:

Author One¹

¹ Institute of Brilliant Authors (IBA), ExampleTown, ExampleCountry

If you are unsure what the correct name of your institution is, you can check here: <https://ror.org/>

- The **presenting author** has to be the one **submitting** the abstract on the MyICYMARE platform.
- The main text of the abstract (excl. title, authors, affiliations and keywords) should not be longer than **300 words**.
- A typical conference abstract has the following **structure**: introduction, aim of research, methods used, important results, conclusions. However, the whole abstract should be one paragraph.
- Please **do not** use **citations** or non-standard abbreviations in the abstract.

POSTER GUIDELINES

- Format: DIN A0 (84.1 x 118.9 cm), portrait format
- Generally, posters should be clear and concise. Main contents should be readable from a distance of one meter. Therefore, a font size of at least **28 points** is recommended.
- A poster should not have more than **600 words** of text, better less. For the title, a font size of **60 points** or larger is recommended. For figures of graphics **red** and **green** should **not be used next to each other** (red-green blindness).
- Clear sections, like purpose, methods, results, conclusions, may structure the content.
- The same title, authors and affiliations as in the abstract should be included in the poster. It is recommended to include the mail address of the corresponding author to facilitate readers to contact the authors later.
- QR-codes on the posters are a good opportunity to share your contact details or to allow readers to download a PDF version of your poster.



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- The posters will be accessible during the whole conference. Therefore, you should submit your poster directly when you arrive.

ORAL PRESENTATION GUIDELINES

- Each talk will be assigned a **15 minute time slot**. Presentations should, thus, be about **12 minutes** long to reserve **3** more **minutes** for questions and discussion.
- Conference talks should be structured clearly in introduction/background, materials and methods, results, and discussion/conclusions.
- The text of your slides should be clearly readable. We recommend fonts like Arial or Helvetica of a size of at least **24 points** for the text and at least **36 points** for headings.
- No more than 6 lines of text should be displayed per slide. Black text on white background or light-coloured text on a dark background is advised. Red and green should not be used next to each other (red-green blindness).
- Graphs and tables should have simple and readable legends and axis labels.