How to use the online abstract submission system

Important information

- If you are submitting more than one abstract you can use the same login for each abstract.
- You can alter your abstracts at any time up to the deadline.
- Do not include author names in the title or body of your abstract because a "blind" reviewing process may be used – you can enter the names online during the submission process.

1. The submission process

- Log in to the submission system when you have prepared your abstract - enter your email address and the password you chose when you registered with the system.
- You will be taken to a screen from which the submission process starts. Please read the instructions on this screen carefully. If you want to submit a new abstract you should click the link that says "Click here to submit a new abstract".
- Submitting an abstract is a multi-step process. Each step asks several questions. Some questions are marked "required" and you will not be able to complete your submission until these questions have been answered.
- If you need to stop part way through the process your submission will be held in temporary storage until you return later and complete all the questions. When you log in again you can click on your incomplete abstract and resume submission.

2. Amending a submission

You may wish to change your submission. You can do this at any time up to the deadline.

- Log in to the abstract submission system
- You will see a list of the abstracts that you have submitted. Click on the abstract that you wish to change.
- Amending an abstract is just the same as the original submission process except that the online form will be automatically filled in with the answers that you gave previously. You don't have to change an answer if you don't want to.
- When you reach the final step and press "Finish" you will be sent an email confirming that your abstract has been amended.

3. Queries

If you have any queries about the submission process or you want to withdraw an abstract please contact info@flowbatteryforum.com or contact Aud: +44 (0) 1666 840948.