

## **GENERAL GUIDANCE ON SUBMISSION OF POSTER ABSTRACTS**

The abstract is an opportunity to demonstrate the value of your research or area of practice that you want to present in a poster at the Risky Business London Conference in 2019 to be submitted in English, adhere to the 300-word limit and use the template word document provided.

Here are some simple things you can do to help your abstract to be accepted: NB: Presentations on licensed medicines, whether promotional in nature or not, will not be accepted. The use of trade marked names is also not permitted.

### **Guidance on writing an abstract**

1. You should demonstrate why your powerpoint poster is relevant to the conference delegates.
2. Use the 300-word limit to provide an overview in a concise, clear and informative manner.
3. Do not send any supplementary information with your submission as it will not be considered.
4. Consider using the following headings, with a short explanation of each one:
  - Background - to the research or practice
  - Aim of the research/practice
  - Approach - briefly explain what was done, how it was done and who was involved
  - Outcome - a brief outline of the key findings
  - Conclusions - briefly explain the value of this research/practice.
5. Ensure your abstract is a clearly stated description of what will appear in your poster. It should be in plain English and not contain any jargon, acronyms or references.