



CCA-UK Annual Conference - ABSTRACT SUBMISSION

We are delighted to announce that the CCA-UK Annual Conference 2024 will take place on 2nd February 2024 at the Hallam Conference Centre, London Euston.

Call for Abstracts – we invite authors to submit abstracts for oral presentation - **Submission deadline: 9am Monday 8th January 2024.**

Abstracts will be judged by a selected CCA-UK panel following the submission deadline and authors will be notified as to whether their submitted abstract has been accepted for presentation.

GUIDELINES FOR ABSTRACT SUBMISSION:

Abstracts for the 2024 conference can be submitted for oral presentation at the meeting. They may relate to any aspect of the basic science of Cholangiocarcinoma.

By submitting an abstract, you agree to the following:

- a. The abstract is scientifically sound and ethically approved.
- b. The abstract is not an advertisement, nor contains anything obscene, defamatory, libellous, unlawful or in any way actionable.
- c. All authors have seen and approved the abstract as submitted.
- d. If successful, all presenting authors must register as delegates, without exception, to attend the CCA-UK Annual Conference to present the research.

Please read the following requirements carefully before submitting your abstract:

- The format is simply free text with a maximum of 500 words in the abstract body. This does not include the title which can be up to 75 words.
You must include the following headings within your abstract:
Introduction, Methods, Results, Conclusion
- The 'Full title' should be presented sentence case (not in title case or block capitals), i.e. only the first letter of the title or appropriate terms such as abbreviations or proper nouns should be upper case.
- One table or figure can be included in your abstract - Any table or chart will count for 150 words out of your total.
- A maximum of 5 references can be included and should be submitted as a separate attachment.
- It is best to type your abstract straight into the online submission form, or alternatively paste the text from a word-processed document. Please use the symbol font for special characters. You can use the buttons to add formatting.
- Please do not include author details in the body of the abstract or in the abstract title. You will be asked to provide author details within the submission process. By default you will be set as the 1st Author, but you can change this on the authors page, and add as many additional authors as you like in the order in which you would like them to appear

Once you click the 'submit' button, the online submission page will change to a submission confirmation page and you will immediately receive a confirmation email and log in details.

Selected members of the CCA-UK Committee will review your abstract and you will be notified by 5pm Friday 12th January 2024 if your abstract has been accepted for presentation.

Abstract selection will be the responsibility of the CCA-UK Committee and their decision is final.

All accepted oral presentations will be required to present at the conference for 10 minutes, followed by 5 minutes for questions. If an abstract cannot be presented at the conference, the secretariat must be notified in writing ahead of the meeting to avoid compromise to the professionalism of the meeting.

Best wishes,

CCA-UK Event Managers