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GRAPHENE FLAGSHIP

GRAPHENE

10-14 SEPTEMBER 2018, SAN SEBASTIAN, SPAIN

WEEK

EU-US WORKSHOP
ABSTRACT SUBMISSION
GUIDELINES

General Information for EU-US Workshop

- Abstracts must be submitted online via the Graphene Week (GW) abstract submission website, no later than **10 May 2018**
- Abstracts cannot be submitted by fax, hard copy or e-mail.
- The corresponding author will receive all correspondence concerning the abstract and is responsible for informing the presenting author and the co-authors of the status of the abstract.
- The corresponding author will have access to the abstract after submission via an on-line personal page.
- Acknowledgement of receipt of the submission will be sent to the stated e-mail address of the corresponding author, within 24 hours.
- Notification of acceptance will be sent to the stated e-mail address from **08 June 2018**
- If you need further information regarding your abstract submission, please contact:
GWabstract@meetx.se

Abstract Submission Instructions

- Please follow the instructions on each web page of the abstract submission form.
- Abstracts must be written in English. It is the author's responsibility to submit a correct abstract; any errors in spelling, grammar, or scientific fact will be reproduced as typed by the author, if accepted.
- A summary version of the abstract (100 words, 200 characters) is required. The 100 words abstract, which will appear at the conference programme, should be an explicit summary of the full abstract that states the problem, the methods used as well as the major results and conclusions. It should be complementary to the title, not a repetition.
- A PDF file of the full abstract must be attached to the submission. This file will be used to produce the GW Abstract Book. Applications without a PDF attachment will be rejected.
- Please, use either the LaTeX or the **Microsoft Word template** to create the PDF document.
- Any references/citations that are part of the article are included, in full, below the abstract text.
- Upon submission, please indicate the following:
 - Grant Application: no
 - Topic: Workshop
 - Subtopic: EU-US Workshop
 - Presentation type: EU-US Workshop

Example of Abstract Submission Page

Grant Application

Abstract authors interested in applying for a grant must complete a full student grant application, available through the conference webpage from January to March 2018. Please indicate below your interest to apply for student grant:

Intend to apply for a grant:

Topic

Upon submission, indicate one of the following topics (all in the field of graphene and related two-dimensional materials and heterostructures) that best describes the content of the paper:

Subtopic

Subtopic 1

Presentation type

Call for abstract

• Abstracts can be selected for oral presentation in oral contribution sessions or to be presented as a poster. A small number of highest-scoring posters are selected for presentation in Oral Contribution Sessions, whereas majority of the posters will be displayed in the Poster Sessions.

• Please highlight preferred type of presentation from the drop-down menu. The Programme Committee will make all final decisions regarding the type of presentation.

Keynote, Invited speaker and Fringe session

• Please highlight your type of presentation from the drop-down menu.

Personal page

When your abstract is submitted you can follow the progress on-line by entering your personal page.

Your personal page makes it possible for you to:

- Make changes until: June 2018 (23:59 CET)
- Read and print/upload your paper

You will be able to access your personal page by entering your unique user ID and password indicated in your confirmation email after making your submission.

If you have any questions regarding your submission please contact: GWabstract@meetx.se

Publication

Accepted abstracts will be published in the final programme/digital abstract book, complete with reference number and available to all conference delegates; on condition that the presenting author is registered for the conference and the registration fee is paid.

Prizes

During the poster sessions three posters are selected based on the criteria of scientific interest and quality of the presentation. The Best Poster Award, consists a certificate and prizes to be defined by the GW2018 organisers.

Submission Policies

By submitting an abstract, you have agreed to the terms and conditions set out below:

1. **Multiple abstract submission:** Invited speakers and delegates can present only one abstract for each presenting author.
2. **Withdrawing an Abstract:** If an invited speaker accepts an invitation to present but is later unable to do so, the speaker must contact the GWabstract@meetx.se.
3. **Deadline:** The final deadline to submit the abstract is **10 May 2018**, 23:59 Central European Time. Only abstracts received by the published deadline are guaranteed acceptance into the regular scientific program. The organisers are under no obligation to schedule any contributed abstract that arrives after the close of business on the deadline date
4. **Presentation Time:** At the GW meetings, an invited paper is usually given 12 minutes for presentation plus 3 more minutes for questions. Unit meeting presentation times vary.
5. **Abstract Review:** All submitted abstracts will go through a blind peer-review process carried out by an international reviewing committee. Each abstract will be reviewed by at least three reviewers. The GW reserves the right to reject or alter abstracts based on, but not limited to, the following criteria:
 - a. Abstract lacks in scientific quality
 - b. Abstract is poorly written in English (the official language of the meeting).
 - c. Abstracts fall outside of the topical scope of the meeting
 - d. Abstracts contain inappropriate content
 - e. Abstracts do not comply with style guidelines, including excessive length
6. **Abstract Selection:** The EU-US Workshop Chairs makes the final selection of abstracts to be included in the conference programme. Abstracts can be selected for oral presentation in oral abstract sessions or to be presented as a poster.
7. **Notification of Acceptance or Rejection to Corresponding Author:** Notification of acceptance or rejection will be sent to the submitting (corresponding) author by **8 June 2018**. Please note that only the corresponding author will receive mail concerning the abstract and is responsible for informing all co-authors of the status of the abstract. Authors whose abstracts have been accepted will receive instructions for the presentation of them.
8. **Publication of Accepted Abstracts:** The submission of the abstracts constitutes the authors' consent to publication. If the abstract is accepted, the authors agree that their abstracts are published under the Graphene Week Digital Abstract Book and in Graphene Week online programme published on the website.
9. **Poster Sessions:** Authors of abstracts assigned to poster sessions should make sure that the title and content of their posters correspond to the title and content of the abstract printed in the online program.
 - a. The poster board can take an A0 poster in 'Portrait' layout (A0 prints measure 841mm x 1189mm), unless otherwise indicated by the program organizers.
 - b. When designing your poster, remember that attendees may be viewing it from a distance.
 - c. No audio-visual equipment is allowed in poster sessions, unless otherwise indicated by the program organizers.
 - d. Stay with your poster during author attendance times.

10. **Copyright Notice:** Abstracts should not include libellous or defamatory content. Material presented in abstracts should not violate any copyright laws. If figures/graphics/images have been taken from sources not copyrighted by the author, it is the author's sole responsibility to secure the rights from the copyright holder in writing to reproduce those figures/graphics/images for both worldwide print and web publication. All reproduction costs charged by the copyright holder must be borne by the author. Authors who submit to this conference retain copyright over their work, while allowing the conference to place this unpublished work under the care of a PCO service provider.
11. **Privacy Statement:** The names and email addresses entered in this conference site will be used exclusively for the stated purposes of this conference and will not be made available for any other purpose or to any other part.
12. **Questions:** For technical questions regarding the abstract submission system, please contact the abstract support team at GWabstract@meetx.se

Share your experience

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