

Abstract selection policy for the British Toxicology Society Annual Congress

General abstract selection process

- All abstracts submitted through the formal abstract submission process and by the deadline will be considered for presentation at the Annual Congress.
- The Abstract Editor, appointed by the Scientific Subcommittee (SSC), will undertake an initial screen of all abstracts to ensure that they meet the following criteria:
 - It describes work that is relevant to the field of toxicology
 - It contains work that is scientifically sound and (when relevant) ethically approved
 - It is not an advertisement, for example testing of a product or a description of a service
 - It does not contain anything that could be construed as potentially obscene, defamatory, libellous, unlawful or in any way actionable
 - It is not essentially about work to be done, or that might be presented at the meeting
 - Is it not over the word limits stipulated on the abstract submission form
- Abstracts that fail to meet the above general criteria will be rejected.
- Abstracts that satisfy the above criteria, for which the submitting author has not indicated an interest in presenting the work as an oral communication, will be accepted for a poster presentation.
- The accepted abstract will be included unedited in the Congress programme/app and will be made available on the Society's website. It is the authors' responsibility to check the abstract for spelling mistakes and other errors prior to submission. These will not be edited during the abstract review process.

Oral communications abstract selection process

- Abstracts that satisfy the above general criteria, for which the submitting author has indicated an interest in presenting the work as an oral communication, will be reviewed to determine the scientific merit and interest to the Society's members.
- All identifying information will be removed from abstracts to minimise bias during the review process.
- Abstracts will be randomly allocated amongst a group of judges from the SSC, with the aim of each abstract being reviewed by at least 3 judges.
- Each judge will score their allocation of abstracts against the following criteria:
 - Importance/novelty of the research
 - Quality of approach
 - Explanation of findings

- Overall clarity of the abstract
- An average overall score will be calculated for each abstract.
- The selection of abstracts for the limited number of oral communication slots will primarily be based on the ranking of the average scores, but with consideration for a balanced representation of career stages to enable the awarding of prizes at the Congress.
- Abstracts selected for oral communications will be accepted without revision.
- The accepted abstract will be included unedited in the Congress programme/app and will be made available on the Society's website. It is the authors' responsibility to check the abstract for spelling mistakes and other errors prior to submission. These will not be edited during the abstract review process.
- Abstracts selected for oral communications must not also be presented as a poster.
- Abstracts considered in the review process, but ultimately not selected for an oral communication slot, will be accepted for presentation as a poster. Abstracts in this category may be selected for a flash presentation about the associated poster during the Congress, depending on the format of the meeting.
- The SSC will inform, or arrange an administrative service to inform, all applicants of the outcome of their abstract submission ahead of the Congress early bird registration deadline.