BTS Winter Meeting 2020

Abstracts are invited for the BTS Winter Meeting to be held from 17-19 February 2021 at the Queen Elizabeth II Centre in central London.

The deadline for receipt of abstracts for spoken and poster sessions is 23.59 on Thursday 20th August 2020.

Tips on getting your abstract accepted

One of the key aims of the BTS Winter Meeting is to facilitate the development and dissemination of UK respiratory research. As such writing an abstract for the Winter Meeting affords an excellent opportunity for showcasing your research and communicating findings of your work with your peers and others in the UK respiratory research community.

Because of constraints imposed by the size of the conference venue, not all abstracts that are submitted for the Winter Meeting can be selected for presentation. In recent years the number of submissions has been such that approximately 30% of all abstracts submitted have had to be rejected. The selection process for abstracts is rigorous. All abstracts received prior to the closing date for submission are reviewed by three or more expert reviewers and are graded on a 1-5 scale. A score of 3 or more is generally required to ensure selection for the Winter Meeting. The following tips are provided to try and help you ensure that your abstract is successful in being accepted for the BTS Winter Meeting.

Why write an abstract?

An abstract is a shortened version of your final research paper and can be considered an ‘advert’ for your paper-in progress. The key aim of an abstract is to gain the attention of the reader and entice them to learn more about your work. An abstract provides a first chance for presenting preliminary research findings and for communicating data and seeking feedback on your work. It should be seen as setting the foundation for the ultimate goal of your research project; publication in a peer reviewed journal. By following a few simple steps you can greatly enhance your chances of your abstract being accepted for the BTS Winter Meeting.

Getting your abstract accepted

1) **Research not Audit.** With very few exceptions (e.g. large multi-centre audits with implications for service delivery) abstracts describing the results of audits will not be accepted for the Winter Meeting. This is similar for case reports that are submitted.

2) **Less is more.** Avoid dividing your data in to multiple abstracts. Your chances of abstract acceptance will be greatly enhanced by submitting a single abstract containing data from your research project rather than a number of abstracts detailing individual facets of your work.
3) **Novelty.** Abstracts presenting novel data and ideas usually score much more highly than those that replicate previous work. Abstract reviewers are expert in their area and will have a good knowledge of the existing literature. When presenting your research emphasis should be placed on the novel aspects of your work and highlighting how this adds to current knowledge.

4) **Publication is your goal.** The scoring system for abstracts asks reviewers to consider where the work might ultimately be published. A score of 3 suggests that the research will ultimately be published in an international respiratory journal such as *Respirology, Respiratory Medicine* or *Respiratory Research*. Abstract data is usually preliminary and it is not expected to necessarily be at publication standard at the time of submission (or even presentation) to the Winter Meeting. It is sufficient that there is a reasonable expectation that your research will be published once your project is finally completed.

5) **Do your reading.** All abstracts that have been accepted in previous years are published in a supplement to Thorax and are available on line via the BTS website. Spend some time looking through abstracts that relate to your area of research as this should give you a good idea of the recipe required for a successful submission.

6) **Give yourself time.** Having done the hard work of doing the research give yourself plenty of time to write the abstract. A well written and readable abstract ensures that your data is presented in the best light and enables those reading it to understand the value of your work. Do not underestimate the challenge of trying to present many months, or even years, of work, succinctly in 350 words. Furthermore, without exception, abstracts uploaded after the advertised deadline for submission will automatically be rejected.

The following information gives some practical advice about writing your abstract. Please also see the annotated example at Annex 1 taken from Nature 435, 114-118 (5 May 2005).

**Tips for writing your abstract**

The abstract should be no more than **350 words** with **one table or figure**.

**Title:** The title should accurately reflect the content of the abstract, ideally describing the scope of the investigation, study design and goal. The title should be easy to understand and avoid the use of jargon or abbreviations.

**Authors:** The list of authors should be restricted to those who carried out the study. The list of authors should be added in the order that the names should appear in the printed abstract should it be accepted. The institution, city and country of each author should be included. All authors listed should approve the abstract before it is submitted.

The main body of the abstract should be structured as follows:
**Introduction and Objectives**: briefly summarise the current knowledge or state of the art in relation to the work you are presenting: set out the aim of the study ideally including a short statement of your hypothesis.

**Methods**: this should be a concise statement of the methods used including a brief outline of the study design, the context of the study and the type of data that was collected.

**Results**: Include the most important data in your study and the findings on which your conclusions are based. Include a table or figure only if this is required to show your results.

**Conclusions**: Outline briefly why these findings are important and describe their potential implications.

Please do NOT submit multiple abstracts that have been created out of material from a single study, or abstracts that contain previously published data. Failure to adhere to this request will result in such abstracts being rejected.

Encore abstracts may be submitted provided they have only been presented at one meeting previously, e.g. ERS or ATS. The author should send an e-mail to abstracts@brit-thoracic.org.uk detailing when and where their abstract had been previously presented.

**The Abstract Book**

If your abstract is accepted for spoken or poster presentation at the Winter Meeting, the abstract will be printed in the BTS Winter Meeting Programme and Abstract book which is published as a supplement to Thorax.

Please note that abstracts will have a very limited amount of copy editing by the *Thorax* production team. This means that:

- Your abstract will be reprinted as it is submitted on the abstract system.
- Abbreviations and definitions will be left as submitted so we would encourage you to spell out abbreviations on first use unless they are very common.
- References will appear as they have been submitted (the full reference will not be added if this is incomplete).
- The table or figure you submit will be reproduced as submitted so please ensure the legend/content is legible. All tables/figures are reproduced in black and white.

**Declarations of Interest**
If there are specific issues related to conflicts of interest that the authors wish to declare in connection with a particular abstract, please send an email outlining the details to abstracts@brit-thoracic.org.uk and we will retain this information on file with your abstract.

Please see next page for Annex 1.
The above is an example only. The maximum length for a BTS Winter Meeting abstract is 350 words.

BTS/5 June 2020