INSTRUCTIONS TO AUTHORS

Call for Abstracts:

IRC-2023 welcomes submissions for Oral and Poster presentations covering all areas of scientific and industrial R&D relating to rapeseed/canola (*Brassica napus*) and related *Brassicaceae* oilseeds.

Under the banner of ***Global Crop - Golden Opportunities***, the IRC-2023 Program will be organised around the following key Themes:

- Genetics, Genomics and Breeding
- Agronomy, Physiology and Simulation
- Crop Protection
- Products and Quality
- End Uses
- Economy and Markets

The Program will also include a number of special topic Workshops that will be announced on the IRC-2023 website – please check for details as they are released.

Abstract preparation:

Abstracts must meet the following style guidelines to be considered for presentation. Please ensure that your Abstract is submitted in final form as, if accepted, the submitted version will be included 'as-is' in the **Congress Abstract Book**.

- All abstracts must be prepared in English, which will be the language for all oral presentations.

- The following information will be entered directly into the relevant fields in the on-line submission portal.

    – **Abstract Title:** Maximum of 20 words.

    – **Author Names:** Presenter <u>must</u> be the first author and submitter of the Abstract; use Given Name (firstname) and Family Name (lastname) in that order.

    – **Affiliations:** For each of the authors, provide the primary organisational affiliation (employing institution) that is relevant to the content of the Abstract. <u>Do not</u> include additional affiliations that are unrelated to the authors' rapeseed/canola interests); use only the highest-level name of the organisation (<u>do not</u> include departmental/unit information).

- The body text of the **Abstract** is to be created off-line using the provided pre-formatted Word document template file which will then be uploaded during on-line submission. You can download this Template document from the Abstract Submission portal.

- The Template is preformatted in Arial 11pt font and has defined margins - do not alter these pre-set formats.

- The Template is prepopulated with Section sub-headings suitable for presenting results of experimental work (Background, Objective, Methods, Results, Conclusions, References). Please follow these sections where appropriate. If you are submitting an abstract of a more general nature, you may remove these subheadings and replace with ones that are more relevant to your content.

- The Template also contains some clearly identifiable guideline information (in red font) that should be deleted by the author prior to submission.

- The body text of the Abstract (not including Title and Authors) must ***not exceed 500 words***, and should ***be no less than 250 words*** to ensure that it has sufficient detail to enable reviewers to make an informed assessment. Note that Abstract Title, Authors and Affiliation details are not included in the Word count.

- Abstracts should be text only – do not include Tables or Figures in the abstract.

- Reference citations are not required, but if used should be limited to two references. Any references included will be taken as part of the 500-word limit.

- Ensure that all co-authors have read and approved the Abstract submission.

- When saving you completed Abstract please label the file in the format *lastname_firstname_Oral X* or *lastname_firstname_Poster X* before uploading it (for example Singh_Jaswinder_Oral1 or Smith_James_Poster2).

Abstract submission:

To submit an Abstract go to the [Abstract Submission portal](#) and create an account for your submission and follow the instructions for entering the Abstract metadata and upload the Abstract text file (completed Template).

The Abstract details may be saved and subsequently edited prior to final submission. This will be done by creating an updated version of your Abstract file off-line and then uploading it in place of the previously uploaded/submitted version in the Abstract Submission Portal.

Abstract submissions will close on May 8th. We encourage submission prior to this date as it will assist the reviewing process.

Your abstract is not successfully submitted until you receive a confirmation email after clicking the final Submit button. If you do not receive a confirmation email, please contact us.

Review and notification of successful submissions:

Submitted Abstracts will be reviewed by multiple members of the Scientific Program Committee and submitters will be **notified of the outcomes by mid-June**. Detailed instructions for preparation of oral and poster presentation formats will be provided at that time.

NOTE: The Presenter (submitting author) must register to attend the Congress either before or immediately upon being notified of approval of the Abstract for Oral or Poster presentation.

The full Scientific Program is expected to be finalised in early July, and presenters will then be notified of the date/time of their presentations.

Terms & Conditions:

During the Abstract submission process, submitters will be asked to acknowledge that they understand the following Terms and Conditions:

1. Whereas they retain ownership of copyright of their abstract and eventual presentation, they are permitting the hosts of IRC-2023 to publish the Abstract and any supplied biographical information in the Congress Program, media releases, and on the Congress website, portal and/or app;

2. The final PowerPoint presentation must be supplied to the Congress by the deadline that will be provided;

3. Oral presentations may be photographed, filmed and/or audio recorded, and may be made available to registered delegates;

4. Invitations to give Oral and/or Poster presentations will be conditional on the presenter registering as an in-person delegate at the Congress in Sydney, Australia. Co-authors who are not attending the Congress do not have to register. Presenters must complete their registration as a delegate within 7 days of being advised of acceptance of their Abstract for presentation. Presenters acknowledge that if they do not meet this requirement, the invitation to present at the Congress may be withdrawn.

5. Submitters of Abstracts acknowledge that if they are selected for presentation at the Congress then they are responsible for the organisation and costs of their travel, accommodation, registration fee and incidentals in respect to attending the Congress.

Key dates:

20 Feb: Website open for Abstract submission

08 May: Abstract submissions CLOSE. No abstracts will be accepted after this date.

09 Jun: All reviews completed, and outcomes notified to submitters.

30 Jun: Scientific Program completed, and presenters notified of date/time of their presentations.

24 Sep: IRC-2023 commences.