



16 - 21 JUNE 2024, DAVOS CONGRESS CENTRE, SWITZERLAND

Abstract Submission Guidelines for Participants

Thank you for your interest in contributing to the World Biodiversity Forum 2024, taking place in Davos as an **in-person event**. Please note that there is no option to participate virtually. We are looking forward to receiving your contribution! Please read the following instructions carefully before submitting your abstract. Do not hesitate to contact us if you have any questions.

- Abstracts must be submitted electronically and in English, the **submission deadline has been extended to Sunday, 26 November 2023, 6pm CET**.
- The [link for the abstract submission](#) will bring you to a login page, where you create your personal login. Make sure to **keep your login information**, as you might need it again to edit your submission.
- You may submit **two abstracts in total, however, only one of them may be for an oral presentation**.
- When submitting your abstract, you will be asked to **choose a session** from a drop-down menu. During review, session conveners can choose to shift an abstract into another session, after consulting with the new session conveners and the main author of the abstract. A description of all sessions can be found [here](#).
- Please note that **some sessions are by invitation only** and not open for contributions from not-invited presenters. If you do not have an invitation for such a session, you cannot submit an abstract. If you are unsure about your status, kindly contact the session convener directly.
- All material must be the **work of the authors listed and appropriately referenced**.
- Please indicate in the submission who the **presenting author** will be.
- The **abstract title is limited to 80 characters** (including spaces).
- The **abstract text is limited to 1,500 characters** (including spaces). If the text is too long, you cannot proceed to the next step and will be prompted to shorten the abstract.
- You can **type your abstract directly in the submission form online or copy and paste it** from another document. Special characters and formatting may be lost during the copying process. You may check your abstract with the preview button to see what it will look like. No tables, figures or images can be inserted in the abstract.
- At any time during the submission, **your entries are saved**, and you can complete them at a later stage with your login. You can edit or delete your abstract, add or remove authors and change the presenting author or the order of the authors after submission, **but only until the submission deadline on 26 November 2023, 6pm CET**.
- The green horizontal menu at the top of the page allows you to skip between the different steps of the submission process. **Do not use the back button of your browser**.
- After the deadline all submitted abstracts will be reviewed, and the **author will be notified of the decision**. Accepted abstracts will be included in the conference program and published, once **at least one author of the relevant abstract has registered**.
- Should you wish to **withdraw your abstract after the submission deadline**, please contact the [conference manager](#).