CCP2014 - Instructions for abstract submission

You will enter your abstract in a form, using these steps:

Select “Submit a new abstract” from the menu on the left.

Enter the title and your text. For formatting mathematical notation, font selection, etc. the system uses html code. You should only need very basic aspects of html for your abstract. Some examples are given below:

**Bold and italics**

**Bold font:** `<strong>this is bold</strong>` gives: *this is bold*

*Italics font:* `<em>this is italics</em>` gives: *this is italics*

**Mathematical notation**

**Superscripts:** `x<sup>2</sup>` gives: $x^2$

**Subscripts:** `x<sub>2</sub>` gives: $x_2$

Greek letters: `&alpha;` & `&beta;` gives: $\alpha\beta$
The formatting will only take place when you convert the abstract to pdf (later).

References should be added in a separate box. Use [x] in the main body of the abstract to refer to reference x and also use this notation when you list your references.

Select the type of contribution using this menu

where you will find four categories:
- plenary talk
- invited talk
- contributed talk
- poster presentation

If you have not been invited to speak by the CCP2014 organizers, select contributed talk to be considered for a 15 min oral presentation. All that are not selected for oral presentations will automatically be designated as poster presentation.

Enter one primary author (the one expected to deliver the presentation) and possible co-authors using the following two menus:
The system asks you to either “Search User” or “Define New”. The search function examines the database of those who have signed up for CCP2014/indico, so your own data will be retrieved if you enter your information (unless you are submitting for someone else). Your co-authors may or may not already be in the database.

Select the track (sorting category) of your contribution. All plenary speakers should use the first track. If you are an invited speaker, select the track corresponding to the session for which you were invited. All other contributors, select the track that fits the best.
Finally you can leave comments for the organizers. Comments will not appear in the book of abstracts.

**Comments**

You are now ready to submit your abstract by clicking

[submit] [cancel]

Note that you will be able to preview and modify your abstract later. Once you click submit your abstract will be displayed and you can convert it to pdf by clicking PDF. You can also later log in again and access your abstract by selecting “View my abstracts” from the side menu.

The CCP2014 organizers thank you for your contribution!