Universitat Internacional de Catalunya **Spring Research Conference**

FAQs

- I have already sent my abstract, but I would like to edit it. How can I do this?

You can contact us by sending an email to our Spring Research Conference email address (springresearchconference@uic.cat) and attaching the modified version of the abstract.

- My poster has been accepted, what size should it be?

Your poster should be in A0 size, with a vertical orientation and the following dimensions: 118.9 cm (height) x 84.1 cm (width). You can find templates for poster designs <u>here</u>.

- I would prefer to print my poster once I have arrived in Barcelona. Can I do so on the UIC Barcelona campus? If not, do you have any recommendations about where I could?

We strongly recommend you arrive with your poster already printed following the format and dimensions indicated above. You can bring it in a poster tube or printed on fabric paper that is suitable for folding and cabin luggage, both convenient ways of bringing your poster home afterwards.

- I need a Certificate of Attendance. How do I request one?

Certificates will be automatically issued after the conference to everyone who pays the admission fee; you do not need to request one.

- Will I receive a certificate of attendance or participation?

Certificate of Attendance: Everyone who pays the registration fee for attendance will get a certificate of attendance

Certificate of Participation: For single-author presentations, only those participants who pay the registration fee and present their oral presentation or a poster at the conference will receive a certificate of participation.

In case of multiple authors, a minimum of one co-author must present in person. Other co-authors must register and pay the fee if they want to receive the certificate of participation, even if they do not plan to attend in person.

If co-authors do **not** register and pay the fee, their name will not appear in the programme, and they will **not** receive a certificate of participation. Their names will only appear in the book of abstracts.

- When will I receive my certificate of attendance or participation?

You should receive your certificate by mid-April.

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There are several co-authors in our paper, do we all have to register and pay the fee?

All authors who want to obtain a certificate of participation and have their names listed in the programme as presenters will have to register and pay the fee. Co-authors who do not register to attend or present will have their names included in the book of abstracts if indicated in the abstract submission.

- Can I receive a formal invitation letter so I can attach it to my visa application?

Based on past experiences from other presenters who also applied for visas, this is not necessary. However, if the authority you are applying to requires it, please send us an email providing your full name and presentation title with the subject "Invitation letter request for visa application" to springresearchconference@uic.cat

- Does the congress provide any funding for travel and/or accommodation for the participants?

We hope to increase the dimensions of the conference in the coming years as this will impact on the support we can facilitate to participants. Up to now, no funding is available for oral or poster presenters. However, if you apply to financial support through other institutions we will be delighted to help you with the documentation needed.

- My abstract was accepted for the oral/poster presentation; however I am no longer able to present it in person. Can I do it online instead?

No, all presentations must be done in person.

- Will the abstract be published anywhere?

After the conference, a book of abstracts will be edited and distributed exclusively amongst the presenters and participants.

- My study seems to be a good fit to the conference; however I won't have results by the submission due date. Is there any chance it would be accepted?

We strongly advise you to put together an abstract following the submission guidelines and submit it so the reviewers can evaluate your work and make a decision. You can also include information about predicted results and the possibility of gathering some data by the conference date.