



## HOW TO SUBMIT AN ABSTRACT?

**DEADLINE for submissions (Abstract + CV + Photo) – On an individual basis**  
**PAPER SELECTION – Programme Committee approves abstracts in due time**

Thank you very much for your interest in the Future Forces Forum. These guidelines are valid for SPEAKERS and POSTER SESSION PRESENTERS within the following expert events:

[Future Soldier Systems Conference \(FSSC\)](#), 20 - 21 Oct 2016

[Military Advanced Robotic Systems \(MARS\) Conference](#), 20 - 21 Oct 2016

[World CBRN and Medical \(CEBIRAM\) Congress](#), 19 - 21 Oct 2016

[CBRN Workshop](#), 20 - 21 Oct 2016

[Medical Workshop](#), 20 - 21 Oct 2016

[Logistics Capability Workshop \(LCWS\)](#), 20 - 21 Oct 2016

[Geospatial, Hydrometeorological and GNSS \(GEOMETOC\) Workshop](#), 19 - 21 Oct 2016

Please follow these guidelines for the submission of your abstract:

- **Structure:**
  - a) Title
  - b) Name of the expert event and your preference either for an oral or a poster presentation
  - c) Author(s) and short professional CV(s) including photo(s), contact email and phone number
  - d) Abstract
- **Submit your abstract** as a Microsoft Word document **and your photo separately** as a .jpg/.gif/.png file **by email to:**  
Programme Manager, Mrs. Vendula Kučerová, [vendula@future-forces-forum.org](mailto:vendula@future-forces-forum.org)  
Phone: +420 277 007 761

Authors may decide to submit abstract with a preference either for a poster or for an oral presentation. **Both Oral and Poster presentations are subject to availability and acceptance by the Programme Committee.**

### General Remarks

- Abstract should be between 125 and 150 words, clear, concise, in English with correct spelling and good sentence structure.
- Mathematical symbols and equations must be typed in, and metric symbols should be used. Figures and tables must not be included.
- We recommend that the abstract is carefully compiled and thoroughly checked, in particular with regard to the list of authors, before submission in order to avoid last minute changes.
- The submission of an abstract carries with it the obligation that it is actually presented at the meeting by the author or, at least, by one of the co-authors.
- Please see the [Basic conditions for speakers and presenters](#)
- After Paper (Abstract) Selection, author(s) will be informed and provided with administrative information and a guide (Accommodation, travel, locations, etc.)

**In case you need any further information or assistance please contact us at**  
[info@future-forces-forum.org](mailto:info@future-forces-forum.org)