
How to submit an abstract

Guidelines

The format of the conference allows for a 20 minutes presentation and a 5 minutes question and answer period.

Abstracts of a maximum of 200 words must be submitted online by May 19th, 2017. Authors will be notified of acceptance by June 30th, 2017. Final paper (not mandatory) or PowerPoint Presentation must be received no later than September 20th, 2017.

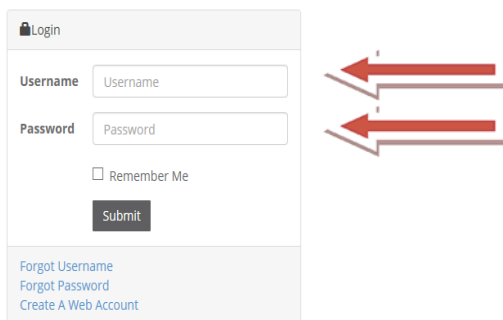
How to log in

<http://memo2017.cim.org/en/MEMO/2017/CONFERENCE/Call-for-Abstract.aspx>

Click on “To submit an abstract, please click [here](#).”

If you already have a CIM web account (CIM Member or Guest), simply log in with your username and password.

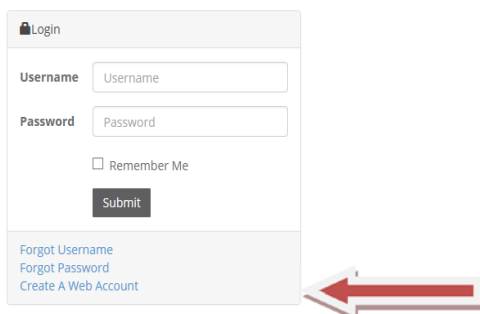
Login



The screenshot shows a login form titled "Login" with a lock icon. It contains two input fields: "Username" and "Password". Below the "Password" field is a checkbox labeled "Remember Me" and a "Submit" button. At the bottom of the form, there are three links: "Forgot Username", "Forgot Password", and "Create A Web Account". Two red arrows point to the "Username" and "Password" fields.

If you do not have a CIM web account, you have to create one before you can submit an abstract. To create an account, click “Create a Web Account”.

Login



The screenshot shows the same login form as above. A red arrow points to the "Create A Web Account" link at the bottom of the form.

Murphy, Chantal

Make sure you complete the mandatory fields with the red

Submit Your Abstract

Choose you event: 2015 CIM Convention

Submitter's Profile

The current submitter is: **Chantal Murphy**

* All emails correspondance will be sent to:

Abstract Informations*

The abstract can be submitted in English and/or French.

One abstract must be submitted in at least one language if this event has more than one supported languages.

English

Abstract Title:

Abstract:

French

Abstract Title:

Abstract:

Maximum 200 words.

Submit your abstract in English or French. You can also submit in both languages.

Murphy, Chantal

Stream:

Innovation: Present and Future

Select the stream (subject) of your abstract.

Invited by:

are you invited by someone? If yes, put her/his name.

Keywords

Author(s) and Co-Author(s)*

* Are you the author or one of the authors of this abstract?

Yes No (Chantal Murphy)

Say YES if you are one of the authors. Say NO if you are only the submitter – not an author nor a presenter.

Author / Co-Author

Remove

* Order:

1

* Title

N/A Mr Mrs Ms Dr Prof

Don't forget the title!

* First Name:

Chantal

Middle Name:

* Last Name:

Murphy

Phone:

(514) 939-2710

Will receive all emails in CC

Email:

Title:

Meeting Coordinator

* Organization:

CIM

* Is this author the presenter of the paper?

Yes No

Indicate if he/she is the

Add author

Click on Add author if you have more than 1 co-author.

Murphy, Chantal

Biography

Presenter's Biography is mandatory!

* **Presenter's Biography:**

Attestations*



I hereby confirm that if my submitted abstract is accepted for the technical program, I will register and pay the Presenter's registration fee one month prior to the conference date.



I hereby confirm that if my submitted abstract is accepted for the technical program, I will provide CIM with the Publication rights of the paper or presentation material. I will also upload my paper or Powerpoint presentation prior to the event.

Submit



Once you click on Submit, a *successful* message will appear.

Submit Your Abstract

SUCCESS!

Dear Chantal Murphy,
Your abstract submission for the 2015 CIM Convention has been completed successfully. You can follow all your submission [here](#)

Here is your abstract submission confirmation:

Abstract Information

Abstract number: **539**

Invited By:

Subscription Type: Presentation

Stream: Innovation: Present and Future

If you have not completed some of the required fields, an error message will appear on top with the indication of which field to correct or fill.

An *Abstract Submission Confirmation* will be sent by email. If you don't receive the email, please contact cmurphy@cim.org

Presenter Registration

Conferences rely on registration fees from all categories of attendees for financial sustainability. A preferential registration fee is set for presenters in recognition of their special contribution to the conference. That reduced fee allows a presenter all conference benefits extended to full delegates, including lunches on the trade show floor.

Important Dates

- | | |
|---|--------------------|
| - Abstract Submission Deadline | May 19, 2017 |
| - Email Approval Notification to the Submitter | June 30, 2017 |
| - Email to presenters with date and time of their presentations | August 10, 2017 |
| - Presenter's Registration Deadline | August 18, 2017 |
| - Upload Paper or Power Point Presentation Online | September 20, 2017 |

Presenters' Guidelines

The presenter's guidelines with the publication rights are available on the MEMO 2017 Website MEMO2017.cim.org