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British Geriatrics Society   
Scientific Meeting

Presenter Confirmation form

If you are a **platform presenter**, complete the information on pages 3 and 4

If you are a **poster presenter**, complete the information on page 1

And return the **RELEVANT** page, **by 15 October**, either by post or email, to:

**Mrs Joanna Gough**

British Geriatrics Society, 31 St John’s Square, London EC1M 4DN

Tel: 020 7608 8574

Email: [abstracts@bgs.org.uk](mailto:abstracts@bgs.org.uk)

In addition to completing and sending this confirmation form, please be sure to register your attendance of the conference in the normal way at <https://www.bgs.org.uk/events/british-geriatrics-society-autumn-meeting-2018> before the **1st November 2018**

[**British Geriatrics Society 2018 Autumn Meeting**](http://bit.ly/BGSAut17)

**POSTER Presentation - Confirmation Form**

Please enter into the table the abstract information as it appears on the website:

|  |  |
| --- | --- |
| Ref No. AM |  |
| Title of Abstract: |  |
| Tick Category: | * Clinical Effectiveness/Clinical Quality * Scientific Research |
| Dates of presentation | 14th and 15th November 2018 |

**Please supply the details below of the Author who will be in Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: | Surname: | | * Dr * Mr. * Mrs. * Prof * Other. |
| Email address: | | |
| Mobile phone: | | | |
| Job Title/Position: | | Employer: | |

***Note:*** *Please notify the Secretariat should the name of the Presenter* ***change*** *before the conference.*

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**Summary of Poster Schedule:**

* **Poster Mounting: 08:15 – 08:45 hrs on Thursday 15th November 2018. Posters can be mounted on Wednesday 14th November from 09:00 if attending Wednesday**
* **Presidents Round and Poster Viewing starts 10:30 – 12:00 on Thursday 15th November 2018**
* **Poster Removal: Between 14.00-14.30 hrs on Friday, 16th November 2018 and NOT BEFORE**
* **Poster Board Dimensions: Size A0 (841mm × 1189mm )in PORTRAIT format, covered with Velcro compatible fabric (Velcro tabs will be provided on each board)**

Queries

Presenters who wish to withdraw their abstract, or have queries regarding the timing of their presentation or the publication assessment procedures, should contact the BGS Abstracts manager, Joanna Gough ([scientificofficer@bgs.org.uk](mailto:scientificofficer@bgs.org.uk) )

Presenters are required to register for the conference in the usual way by returning a conference Registration Form to the BGS Office together with all appropriate payments by at the latest. Registration maybe completed using this link: <https://www.bgs.org.uk/events/british-geriatrics-society-autumn-meeting-2018>

[**British Geriatrics Society 2018 Autumn Meeting**](http://bit.ly/BGSAut17)

**Free Communication Platform/Oral Presentation - Confirmation Form**

Please enter into the table the abstract information as it appears on the website:

|  |  |
| --- | --- |
| Ref No. AM |  |
| Title of Abstract: |  |
| Date of presentation | * 15th November 2018 * 16th November 2018 |

**Please supply the details below of the Author who will be in Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: | Surname: | | * Dr * Mr. * Mrs. * Prof * Other. |
| Email address: | | |
| Mobile phone: | | | |
| Job Title/Position: | | Employer: | |

***Note:*** *Please notify the Secretariat should the name of the Presenter* ***change*** *before the conference.*

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**Audio Visual Requirements**

PowerPoint facilities will be available to each lecture room. To assist the organisers, please e-mail my presentation to [registrations@bgs.org.uk](mailto:registrations@bgs.org.uk) by 12th November 2018 and bring on a memory stick as a back up. Your presentation will be loaded up at the speaker preview rooms and will be made available in the presentation room in advance of your talk to ensure a smoother handover between presentations). NB Please bring a memory stick as a back-up.

However, presenters who wish to withdraw their abstract or who have queries regarding the timing of their presentation, should contact the BGS Abstracts Manager, Joanna Gough ([abstracts@bgs.org.uk](mailto:abstracts@bgs.org.uk))

**Publication of Powerpoint Presentations presented at BGS Meetings**

The BGS is occasionally asked for copies of speakers' presentations. With the presenters' permission, we either keep the presentations in pdf format in a library of presentations in the BGS office or post the pdf files up to the website. Presenters will be asked at the meeting, to authorise publication of their audio visual material on the BGS website. There is no obligation to authorise such publication and without express authorisation, no material will be published. Presentations authorised for publication will be posted up on the website in pdf format (read only format), with the meeting name watermarked across each slide, to minimise the risk of plagiarism. Presenters may exclude specific slides, as they wish.

We need to take extra care regarding copyright of images with PowerPoint presentations.

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* I agree for my presentation to be published via the BGS website post event via:
* Read only pdf
* Video recording
* I do not have any conflicts of interest (commercial, non-commercial or research)

Or

* I **do have** conflicts of interest (if you have any conflicts to add to the statements please write below)

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| Signed: |  |
| Name: |  |
| Date: |  |