CCUS 2025 Submission Guidelines

- **Abstracts should be no more than 2,500 characters in length (including spaces and punctuation) and must include the following elements:**
    - Objectives and Scope
    - Methods, Procedures, Process
    - Results, Observations, Conclusions
    - Significance/Novelty

- The title, authors, and authors' affiliations are not included in the 2,500 character limit. Abstracts are text-only and may not include figures.

- A title is required — it should be brief and state the topic.

- Abstract titles should not include company names.

- In keeping with the spirit of the event, presenters must refrain from making subtle or blatant sales pitches including but not limited to repeated use of product names, trade names or pictures, or repeated use of company logo.

- Authors may choose to submit either an oral or poster presentation under any theme.

- Company permission, if needed, should be obtained prior to abstract submission. Potential issues concerning company permission should be noted when the abstract is submitted.

- The technical program committee will evaluate abstracts on the following criteria:
    - Relevance and timeliness of subject matter
    - Usefulness of contribution to the advancement of knowledge, techniques, or practice
    - Overall clarity, organization, and presentation of ideas

- Sessions will be determined from the abstracts submitted to each theme. The listed subthemes will not necessarily correspond with sessions in the final program. Additionally, the committee reserves the right to move an abstract to a theme other than that to which it was originally submitted.

- CCUS does not accept content that will be duplicated (published or presented) elsewhere.

**ADDITIONAL IMPORTANT INFORMATION FOR AUTHORS:**

- **You will be notified in late November 2024 whether your abstract was selected for inclusion in the program.**

- CCUS has no funding for presenters. Do not submit an abstract unless at least one author is certain to attend the event. All presenters must register to attend the event—no exceptions.

- Posters will be presented in either half-day or full day sessions and will be determined during the program selection meeting. The poster booth will consist of one (4' x 8') panel.

- Authors whose abstracts are accepted into the program will **have the option** to submit an expanded abstract.

- The CCUS Program Committee has established that presenters who fail to show up for their scheduled presentations without notifying CCUS of their cancellation at least four weeks in advance of the start of the program will not be allowed to present papers or posters at any CCUS sponsored technical meetings for a term of three (3) years.

- All presenting authors must check in with CCUS staff at least four hours prior to your presentation.

- Any speaker substitutions onsite must be cleared with CCUS Theme or Co-Chairs at least 12 hours in advance of their presentation.

**OPTIONAL EXPANDED ABSTRACT INFORMATION:**

- Authors of accepted short abstracts have the option to submit an expanded abstract, which will be made available online to conference attendees.

- Expanded abstracts should be 2-4 pages (structured). References should be supplied, but are not included in that count.