

Instructions for abstract submission to the Annual SHOT Symposium Friday 11th July 2025

DEADLINE: 18 APRIL 2025

Abstract submission form on the SHOT website at <https://www.shotuk.org/annual-shot-symposium-abstract-form/>

Abstracts are invited for poster presentation at the Annual SHOT Symposium, Friday 11 July 2025 at Hilton Birmingham Metropole hotel, B40 1PP. Abstracts must be original and must not have been previously published or presented at other British meetings with the exception of British Blood Transfusion Society Annual Conference (BBTS). Agreement has been made that abstracts may be presented at both the BBTS Annual Scientific Meeting and the SHOT Symposium.

Successful abstracts will receive a reduced registration fee of £70 for the 2025 Annual SHOT Symposium.

This reduced rate will be for the lead/presenting author only. Co-authors will have to register for a standard delegate place in the usual way

Areas of interest are:

- Quality Improvement/Acknowledging Continuing Excellence
- Research, Audit, and Innovation
- Transfusion Education
- Infected Blood Inquiry - promoting learning from the IBI report and facilitating implementation of recommendations to improve transfusion safety

Abstracts should be no longer than 500 words excluding abstract title and authors and will be subject to review by the abstract review process. The author of TWO best abstracts will be given a 10-minute oral presentation slot in the 2025 Annual SHOT Symposium programme. The additional abstract authors will have an opportunity to participate in our quick-fire 'Just-a-Minute' session which will give you an opportunity to tell the audience about your poster. Further information will follow if your abstract is accepted.

Abstract Structure

Your abstract must set out clearly the purpose of the study and must include data to support your conclusions.

Abstracts should include:

Background/Introduction - a brief statement of purpose or why the study was done

Methods or Study Design - a description of the methods used, or work done

Results - a summary of the results observed

Conclusions - a statement of the conclusions based on the reported results, including any recommendations.

Data should be summarised, abstracts should include numbers studied etc, "results will be discussed" or "data will be presented" is not sufficient and may lead to the abstract being rejected.

Abstract Criteria

- State the reason for the study/research
- Describe methods and/or study design
- Present data and results clearly
- Interpret results and state their significance
- Explain terms before abbreviating them

Reviewers may reject abstracts because

- The data are considered insufficient
- The conclusion cannot be reached from the data presented
- The information has been previously published or is well known
- The abstract is poorly presented with spelling or grammatical errors - Write clearly and concisely

Submission of an abstract constitutes a commitment by the author to present it if accepted. Failure to present, if not justified, may put future abstract submissions at risk. The presenter must register and attend the Annual SHOT Symposium.

References are discouraged, however if references are essential, they should be within the text, in the form: (Smith et al. Eur J Anaesth 1998; 15: 100-1).

What happens next

All submitting authors will receive an e-mail confirmation of receipt of their submission.

Abstracts will be reviewed at the beginning of May 2025

Authors will be notified of the outcome of their submissions by mid-May 2025