

# Tips & Tricks for a Successful Abstract

When you submit an abstract to #AGU21, your hard work and dedication to advancing discovery and/or solutions science will be viewed in-person and online by >25,000 attendees from 100+ countries in the Earth and space sciences community. This is a community who attends AGU Fall Meeting annually to share findings, network with others from around the world, advance our profession and connect over our passion for the impact of science. These researchers, scientists, educators, students, policymakers, partners, science enthusiasts, journalists and communicators are driven to better understand our planet and environment, and our role in preserving its future. Your #AGU21 abstract will challenge the status quo, create future research opportunities and inspire future generations.

Abstracts should focus on scientific results and/or their applications, enabling Earth and space science and the impact of Earth and space science on society.

## Reminder

1. Submit in English.
  - a. The official language of the meeting is English. If your abstract is accepted, you must present in English.
  - b. LaTeX is supported. Special characters are also available in the abstract management system.
2. A flat fee of \$70 USD will be charged for each regular submission and a flat fee of \$40 USD for each student submission. The abstract submission fee is a **required** and **non-refundable** processing fee and not based on approval of your abstract submission or attendance at AGU Fall Meeting 2021. There is no fee for individuals with an affiliation in qualifying [low-income](#) and [lower-middle-income countries](#), as defined by the World Bank.
3. After an abstract is submitted, it can be accessed and edited until **4 August 2021** (abstract submission deadline). After this deadline, edits cannot be made.

## Steps for Submitting an Abstract

Please provide the following information when submitting your abstract by **4 August 2021**:

1. **Title:** The abstract title is limited to 300 characters (including punctuation, but not spaces). The abstract title **MUST** be entered in initial upper case, for example: Mark the Dates of the Fall Meeting on Your Calendar.
2. **Description:** The abstract text is limited to 2,000 characters. The limit excludes spaces but includes punctuation.
3. **Image** (optional): One image is allowed; supported file types include: JPEG image (\*.jpg), PNG image (\*.png), GIF image (\*.gif).
4. **Plain language summary** (optional): First authors may choose to include a maximum of 200 words about their abstract.
5. **Request the presentation format:**
  - Authors can request that their presentation format be assigned by committee (oral, eLightning or poster discussion session) on their abstract submission form or that their abstract should be considered for poster only.
    - **Note:** It is not possible to request only an oral presentation.
  - Potential session types may include:
    - Oral discussion sessions: live 75-minute sessions, including short overviews and 20-30 minutes for Q&A in-person or online. Pre-recorded presentations will be available to view on-demand.
    - eLightning discussion sessions: live 75-minute sessions, including short overviews/lightning talks and 30-45 minutes for Q&A at designated monitors. Online-only eLightning sessions will also be accommodated.
    - Poster discussion sessions: will include space in the poster hall and can also be available online as iPosters and/or as PDFs. All poster sessions will include a group discussion or poster walk. Online-only poster sessions will also be accommodated.
6. **Choose online or in-person presentation:** At this time, AGU is planning for the Fall Meeting 2021 to be both in-person and online so attendees can customize their participation. Some may choose to be 100% in-person or online while others may choose to do a mix of both.

ALL abstracts submitted are subject to acceptance and scheduling in a virtual session. When you submit your abstract, you can indicate if you are prepared to only present online or if you are comfortable and have no preference presenting either online or in-person.

If you decline the recording waiver when you submit your abstract, the abstract (if accepted) will only be scheduled in a poster session.
7. **Indicate previously submitted material:** Share if any of the presentation has been previously reported in scientific meetings, journals or in the news media.
8. **Acknowledge the following items:**
  - a. Abstract fees are processing fees and are non-refundable.
  - b. The abstract fee is not the membership fee or online or in-person meeting registration fee.
  - c. The presenting author must register for and attend #AGU21 online or in-person.
  - d. Agree to AGU's Meetings Code of Conduct
  - e. Certify you are acting on behalf of the co-authors and give AGU permission to process data for the persons listed on this abstract in accordance with the [AGU privacy policy](#).
9. **List all co-authors:** All individuals listed must have agreed to serve as a co-author before submitting the proposal. Please ensure you are using the correct affiliation and using the preferred email address for all co-authors. Co-authors will receive a notification that they have been added to an abstract.
  - The AGU member submitting the abstract will automatically be listed as the first author and cannot be changed. The first author will also be the presenting author, unless another author is identified as the presenting author in the abstract submission form.
  - Presenting authors, please indicate if you are "willing to chair" the session in the event an on-site or virtual session chair is needed.
  - A research team may be referenced during the submission process in the "Title of Team" field, in lieu of adding the names of individual team members.

## Help with the Abstract Submission Process

**Technical Support** – For questions about the submission site or technical issues, complete the request form on the submission site, or call +1 401.334.9903 (support code 1438), Monday to Friday between 8:30 a.m. and 6:00 p.m., ET or [send an email](#).

**Scientific Program** – Email AGU's [Scientific Program Team](#) if you have a question on our scientific program policies or general procedures.

**AGU Membership** – If you have a question on your membership status or need assistance with your AGU membership account, contact the [AGU Membership Services Team](#) or call 800.966.2481 (toll-free in North America) or +1 202.462.6900.

## Additional Resources for Abstract Submissions

If you have any questions about the abstract submission process, AGU's scientific program policies, or general procedures please contact AGU's [Scientific Program Team](#).

- **How to write an AGU abstract** – Review this *Eos* article for pointers on how to write an abstract for an AGU meeting.
- **Register for Fall Meeting** – Find information on AGU Fall Meeting registration including rates and policies for attendees.
- **Outstanding Student Presentation Award (OSPA) Program** – Learn how to participate in OSPA as a student or as a judge.
- **Travel grants** – Discover available student and early career travel grants to help you attend Fall Meeting.
- **Berkner Travel Fellowship** – Berkner Fellowships provide funding for early career scientists and students from countries designated by the World Bank as "low" or "lower-middle" income to present research at AGU-sponsored meetings.
- **AGU Ethics Policy (PDF)** – Download a PDF copy of the AGU Scientific Integrity and Professional Ethics Policy.
- **iThenticate** – Utilize plagiarism detection software from iThenticate upon submission to identify any duplication.
- **Publicity for meeting abstracts** – If you think your abstract is newsworthy, you can tell AGU's public information office about it for potential publicity.
- **Fall Meeting Program Committee** – View the Fall Meeting Program Committee members by section.