



## **UK Congress on Obesity (UKCO)**

### **Member-Led Symposium Proposal Submission Guidelines**

Each symposium will be provided with a slot in the UKCO programme (estimated 60 to 75 minutes). The format and presentation plan within this time is up to you and should be suitable for your topic.

In your proposal submission, you should aim to cover a hot topic and select speakers who are considered knowledgeable in the field. This is likely to mean speakers come from more than one institution. Preference will be given for new and emerging research and results.

The proposal should include:

1. Chair's name, affiliation, ASO member ID and ORCID ID
2. Summary (background, rationale and aim) of up to 500 words for the overall session
3. Name of a discussant (optional)
4. Name of a lived experience co-chair
5. List of all presenting authors and full and final titles of their presentations

**All speakers in the symposium must submit their individual abstract, which is directly linked to the proposed member-led symposium, as a separate submission to the abstract submission portal.**

**The symposium proposal AND all associated abstracts MUST be submitted by the member-led symposium application deadline. Symposium applications will not be accepted where abstracts are not submitted by this deadline.**

We hope to notify the symposium chair in advance of the early bird deadline, to give sufficient time to register for UKCO and benefit from this reduced rate.

If the proposal is not accepted as a member-led symposium, you will be given the option for an abstract to be considered for oral and/or poster presentation as part of the main sessions. You must submit an abstract by the relevant deadline.

*Please note, member-led symposia are different to the invited part of the programme. All speakers and proposed chair in accepted symposia must register for the congress and arrange their own travel/accommodation.*