



Submission Guidelines

- Structure for all submissions
- Presentation types
- Refereeing procedure
- Key dates

Log into the submission system [here](#). You will need to create a [new account](#). It is a quick and simple process.

STRUCTURE FOR ALL SUBMISSIONS

Submissions are being accepted that describe psychosocial oncology research or service innovation. All abstracts should be up to 300 words, exclusive of the title. It should not include references. Abstracts of accepted papers will be available to download on the conference website and will be published as a supplement in the journal *Psycho-Oncology*.

Abstracts must be structured according to the following format:

Research or Service Innovation

- Background:** Give a concise summary of information, which places the research or service in context.
- Aims:** Describe the aims of the research or service.
- Methods:** Describe research methods or service design/set-up, number of participants, methods of data collection and analysis.
- Results:** State the findings from the research/service innovation
- Conclusion:** State the conclusions that can be drawn from the work described, including theoretical, methodological or applied/policy implications as appropriate and any key limitations of the study.

Previously presented or published work

Work that has previously been published and/or presented at another conference (but, with the exception of a work-in-progress presentation, not at a previous BPOS conference) may be considered for presentation.

Work-in-progress

Work-in-progress research may be submitted, but please make sure that you include preliminary results, or a completion date for the research where possible. We would normally only permit one such preliminary presentation per programme of work, prior to presentation of the final results.

PRESENTATION TYPES

BPOS welcomes submissions from both academics and practitioners. The quality of the scientific programme depends on your submissions and we thank you for choosing this conference to present your work. You will be asked whether you wish to present an oral presentation, poster presentation or either.

Oral presentations

Oral presentations will be allocated approximately 15 minutes per presentation*. Your presentation should last no longer than 12 minutes to allow a minimum of 3 minutes for Q&A. Works in progress / protocol papers are not suitable for oral presentations. Each session will have a Chair.

*The time allocated to oral presentations may increase or decrease depending on the quantity of submissions received.

Flash presentations with accompanying Poster

Flash Talks will be allocated 5 minutes in total - 3 minutes for presentation, 2 minutes for Q&A. These are especially well-suited to works in progress, small-scale studies or for those who have not presented at a conference before. Each session will have a Chair.

Please note that all Flash Presentation submissions must also be accompanied by a Poster. If your Flash Presentation is accepted, you will be required to present your Poster alongside your presentation at the conference.

Poster presentations

Individual or linked - is an opportunity to present work in progress and for presenters and participants to discuss work and findings.

Posters will be displayed for the duration of the conference. We will accept protocol descriptions and works in progress for poster presentations.

REVIEWING PROCEDURE

Reviewers will be assessing each submission on a number of criteria:

- Content Score
- Data/Theoretical Argument
- Interest

Each submission is blind reviewed by at least two members of the BPOS Scientific Committee according to established criteria and standards.

Please note:

- Submissions will be considered solely on the information you provide
- If a submission does not evidence all the required elements set out in the submission information above it will be rejected

Authors will be notified of the reviewers decision via email. The decision of the reviewers is final. The conference organising committee are unable to respond to further enquiries once a decision has been made. Every effort will have been made to accommodate any timetable constraints notified at the time of submission. BPOS may offer a presentation format that differs from the preferred format identified during the submission.

KEY DATES



September 2026

Online submission system opens



10am Monday 23 November 2026

Submission Deadline



w/c 7 December 2026

Notification of submission acceptance, conference programme announced, and presenters notified of presenting day



23:59, Sunday 31 January 2027

Presenting Author registration deadline

Thank you for considering submitting to the BPOS Annual Conference.

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