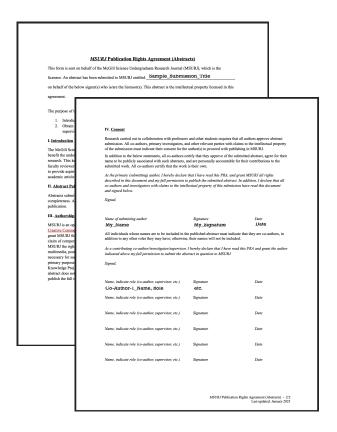
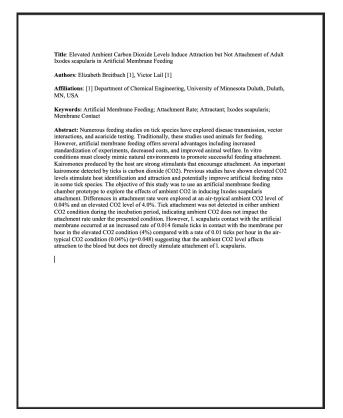
#### **Submission Instructions**

You will only need two required documents for submission:

- 1. Signed Abstract PRA document
- 2. Abstract Submissions Document (in .docx format)
  - a. 12 point font, Times New Roman, single-spaced
  - b Title
  - c. Authors (in order of magnitude of contribution)
  - d. Affiliations
  - e. Keywords (4-6)
  - f. Abstract (consult the Abstract Guidelines for more guidance)
- 1. Signed\_PRA\_Abstract.pdf

2. SMITH\_JOHN\_Abstract.docx





Once you have both documents, go to our <u>submission portal</u>. If you don't already have an account, register. If you have an account, login to make a new submission.

Once you have made a new submission, will see these 5 steps on your screen:



1. Start:

# McGill Science Undergraduate Research Journal (MSURJ) Proceedings

- Select "OSE Undergraduate Science Showcase Proceedings" in the Section drop-down menu
- In the Checklist, you are only concerned by the first two items (they describe the same two documents outlined previously). Regardless, you will need to check all boxes.

# 2. Upload Submission:

- Here upload **both** required documents (1. Signed Abstract PRA, and 2. Abstract Submission document)

## 3. Enter Metadata:

- Here, paste your Title, Abstract, and Keywords
- In the "List of Contributors", please ensure all co-authors are listed.

## 4. Confirmation:

- Confirm!

If you have any questions, please reach out to <a href="msurj.sus@mail.mcgill.ca">msurj.sus@mail.mcgill.ca</a>! We are excited to read your submissions very soon.