

# How to submit your extended abstract

Organising committee

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# 1 Why we ask you to fill in this form to submit your abstract?

After a deep reflection, the organizing committee has decided to edit the book of abstracts using  $\text{\LaTeX}$ . This option have been chosen due to several reasons. Firstly,  $\text{\LaTeX}$  is a high-quality typesetting system; it includes features designed for the production of technical and scientific documents being the “*de facto*” standard for the communication and publication of scientific documents ([The  \$\text{\LaTeX}\$ project](#)). This tool allow us to obtain a book of abstracts of great quality, that will be published in English in order to obtain a greater international relevance. Another reason is that  $\text{\LaTeX}$  is a free software distributed under the  [\$\text{\LaTeX}\$  Project Public Licence \(LPPL\)](#). We also think that the “II Congreso de Jóvenes Investigadores del Mar” is a good opportunity to introduce this useful tool to young researchers in order to obtain high-quality scientific documents.

Since we know that most of the participants will not be familiar with LaTeX, we have created a form on the web where you will simply have to enter the corresponding text to each of the sections of your extended abstract, as we explain below. In this way, the organizing committee will automatically receive a final document of your abstract in LaTeX format that will be used to edit the book of abstracts. This option has been chosen because we believe that it will simplify everyone’s work and will allow us to obtain a document with an excellent print quality, as the young marine researchers deserve.

# 2 Before starting to fill in the form

To facilitate the filling in the form, we recommend you to write the abstract in your usual text editor (e.g. Word) without any format and **EXCLUDING ANY SYMBOL**, and then copy and paste the text directly in the spaces of the form. If you copy the text with italics, superscripts, subscripts, etc., from your usual text editor, even if it appears correctly in the “Preview of the title or section”, this format will be lost when you generate the final preview in PDF. **You can only enter the format and special characters AND SYMBOLS with the options that you will find in each section.** PLEASE, do not copy any symbol, special character or format from your usual text editor, or there might be problems with the generation of the final

PDF. Your abstract cannot be longer than 3 pages including figures, tables, acknowledgments and references, which will be approximately 1500 words in total. If you generate the final preview in PDF and you realize that it exceed 3 pages you will have to readjust the content in such a way that it covers 3 pages maximum. Please, take into account that **abstracts exceeding 3 pages will not be accepted by the Organising Committee.**

### 3 How to fill in the form?

Firstly, choose the mode of your contribution (flash-talk or poster). Then, enter the title of your abstract, taking into account that for introducing words in italics you must select the word and click on the “*i*” button that you will find on the right side. Please, introduce the title using lower case letters, and use capital letters only in the specific cases required. IMPORTANT!! If you need to put special symbols or equations inline, you can enter them by pressing the “ $\Omega$ ” button, on the right side, and copying the corresponding LaTeX code. In table 1, you can see how to write the most common symbols. If you need other symbols, you can find them [here](#) or in this [online L<sup>A</sup>T<sub>E</sub>X editor](#).

Table 1: Basic symbols

$\alpha$	<code>\alpha</code>	$\theta$	<code>\theta</code>	$\beta$	<code>\beta</code>	$\tau$	<code>\tau</code>
$\gamma$	<code>\gamma</code>	$\delta$	<code>\delta</code>	$\pi$	<code>\pi</code>	$\sigma$	<code>\sigma</code>
$\rho$	<code>\rho</code>	$\lambda$	<code>\lambda</code>	$\mu$	<code>\mu</code>	$\Omega$	<code>\Omega</code>
$\Lambda$	<code>\Lambda</code>	$\Sigma$	<code>\Sigma</code>	$\Delta$	<code>\Delta</code>	$\Xi$	<code>\Xi</code>
$\Pi$	<code>\Pi</code>	$\Theta$	<code>\Theta</code>	$\pm$	<code>\pm</code>	$\cdot$	<code>\cdot</code>
$\leq$	<code>\leq</code>	$\geq$	<code>\geq</code>	$<$	<code>&lt;</code>	$>$	<code>&gt;</code>
$\simeq$	<code>\simeq</code>	$\propto$	<code>\propto</code>	$\leftarrow$	<code>\leftarrow</code>	$\rightarrow$	<code>\rightarrow</code>
$\leftrightarrow$	<code>\leftrightarrow</code>	$\{$	<code>\{</code>	$\}$	<code>\}</code>	$\%$	<code>\%</code>

Do not worry if in the “Preview of the Project Title” the symbols and equations appear in the LaTeX code format. When you generate the final preview in PDF, at the end of the form, it must appear correctly.

**COMMUNICATIONS**

Communication type \*

☒ Oral (Flash-Talk)

☐ Poster

Title \* Type title with symbols and format

*i*  $X^a$   $X_a$   $\Omega$

italic

A simple title just with italic *Ulva lactuca*

A simple title just with italic (i[Ulva lactuca]i)

**A simple title just with italic *Ulva lactuca***

**COMMUNICATIONS**

Communication type \*

☒ Oral (Flash-Talk)

☐ Poster

Title \* Type title with symbols and format

*i*  $X^a$   $X_a$   $\Omega$

A simple title just with italic (i[Ulva lactuca]i)

Title preview:

**A simple title just with italic *Ulva lactuca***

Figure 1: Title and type of contribution

## 4 Authors

Enter the name of the authors, their surnames, affiliation and email. Include as many authors as you want by pressing the “+” button and remove them with the “-” button.

In the “affiliation” field, you should indicate the institution each author belongs to. For example; *University of Singapore, Marine Ecology Research Group, Biosciences Department, Main Street S/N. Singapore, Republic of Singapore*

Please, indicate the author who will present the communication among the authors that appear in the pop-up window.

**Contribution authors** \* Add authors one at once. Fill all the fields.

Name	Surnames
<input type="text" value="Albert"/>	<input type="text" value="Einstein"/>
Affiliation	E-mail
<input type="text" value="Universidad de Málaga"/>	<input type="text" value="nombre@correo.es"/> <input type="button" value="+"/> <input type="button" value="-"/>

---

Name	Surnames
<input type="text" value="Werner Karl"/>	<input type="text" value="Heisenberg"/>
Affiliation	E-mail
<input type="text" value="Universidad de Sevilla"/>	<input type="text" value="otro@correo.es"/> <input type="button" value="+"/> <input type="button" value="-"/>

Select

Albert, Einstein, Universidad de Málaga, nombre@correo.es

Werner Karl, Heisenberg, Universidad de Sevilla, otro@correo.es

Select

Figure 2: Authors of the contribution

## 5 Thematic areas and keywords

Select a preferential thematic area among the six options in the drop-down window and then choose a second option that might be necessary in case that a reorganization among the different thematic areas of the congress is needed.

Add up to 5 keywords with the “+” button or remove them with the “-” button. Please, introduce each of them in alphabetical order.

Albert, Einstein, Universidad de Málaga, nombre@correo.es

**Main thematic area\*** Select first choice of thematic area

El conocimiento del Mar

**Alternative thematic area** Select alternative thematic area

El Mar como fuente de recursos

**Keywords\*** Insert up to 5 keywords

Phytoplankton + -

Food web + -

Gulf of Cádiz + -

**References\*** Add up to 5 references one at once.

Figure 3: Thematic areas and keywords

## 6 References

You must to introduce at least one reference. To introduce the references, choose one of the 5 types of references in the drop-down window and fill in those fields that appear after this selection.

Authors of each reference have to be included following the next format: Last name1, First name1 AND Last name2, First name2 AND Last name3, First name3 AND etc. You must separate each author with “AND”. For example, the authors of the reference “Owen K. Atkin, Rafael Villar, and Hans Lambem. 1995. Partitioning of electrons between the cytochrome and the alternative pathways in intact roots. Plant Physiol. 108:1179—1183.” must be included in the form as “Atkin, Owen K. AND Villar, Rafael AND Lambem, Hans”. Please, include the first letter of the tittle, journal name, etc. in upper case.

Remember!! Try to fill in as many fields as possible in such a way that the references can be traceable.

**References\*** Add up to 5 references one at once.

Reference n° 1

Article	
Title	From Bacteria to Whales: Using Functional
Journal	Trends in Ecology and Evolution
Volume	32
Initial page	174
ISSUE	3
Author/s	Blanchard, Julia L. and Heneghan, Ryan F.
DOI	<a href="https://doi.org/10.1016/j.tree.2016.12.003">https://doi.org/10.1016/j.tree.2016.12.003</a>
Year	2017
Final page	186

+ -

Figure 4: How to introduce References. Please! Whenever possible avoid to use symbols like & or %. If you necessarily have to use them, use the  $\text{\LaTeX}$  code (see Section 3).

## 7 How do I upload figures and tables?

You will find an option to upload up to 3 Figures and 3 Tables. You must enter a figure caption or a table header each time you upload a figure/table. You can choose the size of the figure and table from these 3 options: whole page width, 2/3 page width and half page width. To see which size option is the most appropriate, you can click on "Preview" at the end of the form, and then change it to another size until it is as you wish. The figures and tables must be in PNG, PDF or JPG format and the resolution must not be lower than 300 dpi. The size of each file must not exceed 3 MB.

If you need to use super/subscripts, symbols or italics in a figure caption or table header, you can use the "title section" field to write it with the correct format and then copy and paste in the caption figure or table header field.

**Add Figures\*** Add up to three figures

**Load Figure 1** Examinar... No se ha seleccionado ningún archivo. **Select size of Figure 1** Whole page width ▾

Caption Figure 1 No se ha seleccionado ningún archivo.

**Load Figure 2** Examinar... No se ha seleccionado ningún archivo. **Select size of Figure 2** Whole page width ▾

Caption Figure 2

**Load Figure 3** Examinar... No se ha seleccionado ningún archivo. **Select size of Figure 3** Whole page width ▾

Caption Figure 3

**Add Figures\*** Add up to three figures

**Load Figure 1** Examinar... Salinidad\_16\_12.png **Select size of Figure 1** Whole page width ▾

Caption Figure 1

**Load Figure 2** Examinar... No se ha seleccionado ningún archivo. **Select size of Figure 2** Whole page width ▾

Caption Figure 2

**Load Figure 3** Examinar... No se ha seleccionado ningún archivo. **Select size of Figure 3** Whole page width ▾

Caption Figure 3

ISSUE

+ -

**Add Figures\*** Add up to three figures

**Load Figure 1** Examinar... Salinidad\_16\_12.png **Select size of Figure 1** Whole page width ▾

A simple title with italic (*Ulva lactuca*) and symbol  $\mu m^2$

**Load Figure 2** Examinar... No se ha seleccionado ningún archivo **Select size of Figure 2** Whole page width ▾



## 8 Sections

There will be a maximum of 3 sections belonging to the main text of the abstract, which can be added with the “+” button. You can organize the information among the sections in the way that you consider more appropriate (e.g. Introduction, Material and Methods, Results and Discussion). In each section you can find a field for the section title (e.g. Introduction), which has to be filled in the same way as the title of the communication (see Section 3), and another field for the content of the section. The latter will also include the following options:

### *8.1 Superscripts and subscripts*

Superscript “ $X^a$ ” and subscript “ $X_a$ ” must be inserted by selecting the text and pressing the corresponding button (in the same way as for the italics).

### *8.2 How to cite (References)*

All references included in the references section can be cited in the text. To do that, you just have to click in the “Cite references” bottom and select one of the references that you have previously introduced. After selecting the reference, choose the way you want the reference to be cited. You can choose between (Author et al. 2015) or Autor et al. (2015).

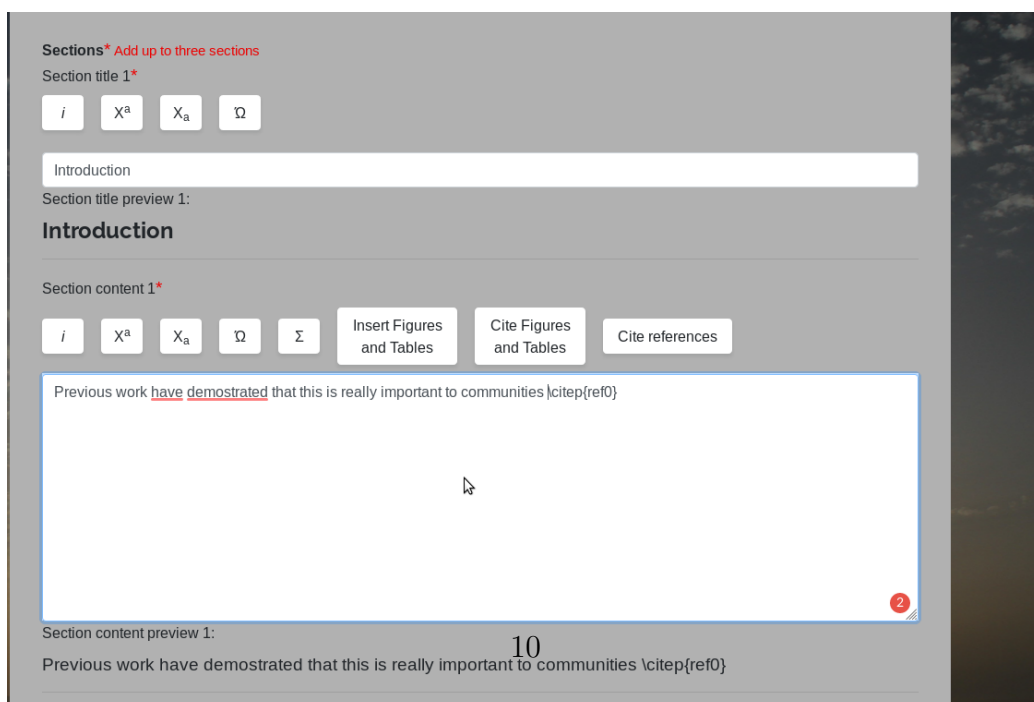
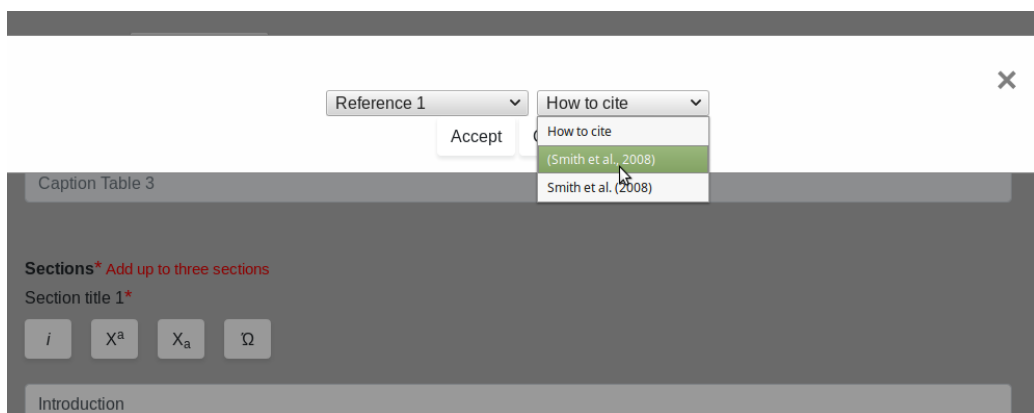
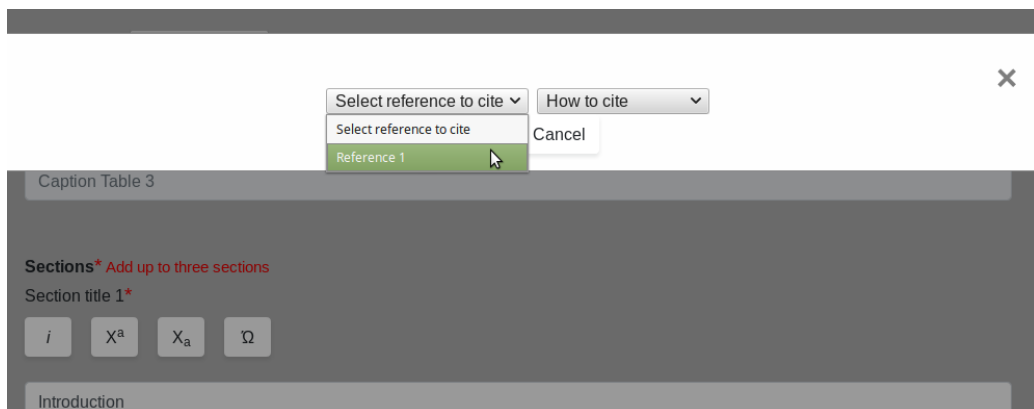


Figure 6: How to cite references.

### 8.3 *How to insert (Figures and tables)*

Figures and tables, which have been already uploaded, can be inserted in within the text of the different sections. When you decide to insert one figure or table in a certain position within the text, you have to click in the “Insert Figures and Tables” bottom and select the Figure/Table you want to insert.

### 8.4 *How to cite (Figures and tables)*

Figures and tables, which have been already uploaded, can be cited in the main text of your sections. When you decide to cite one figure or table, you have to click in the “Cite Figures and Tables” bottom and select the Figure/Table you want to reference. You have to write ”Figure/Table” before click in the “Cite Figures and Tables” bottom (by clicking in this bottom you are actually adding the number).

Remember!! Although the  $\text{\LaTeX}$  code still appears in the “Preview of the Contents of Section X”, when you generate the final preview in PDF, at the end of the form, it will appear correctly.

### 8.5 *Equations*

In order to insert equations, the button “ $\Sigma$ ” must be pressed and a pop-up window will appear where you must insert the equation in  $\text{\LaTeX}$  code. To write equations in  $\text{\LaTeX}$  code you can use this easy and friendly  [\$\text{\LaTeX}\$  equation editor](#). For example:

$$La = \sqrt{\frac{\nu_T^3 \kappa^6}{\sigma a^2 u_*^2 \kappa^4}} \quad (1)$$

To insert this equation, you can use the  [\$\text{\LaTeX}\$  equation editor](#), then click on every element of the equation that you need to fill in and write the content inside the brackets. You will get a code like this:

```
La = \sqrt{\frac{\nu _{T}^{3}\kappa ^{6}}{\sigma a^{2}u_{\ast }^{2}\kappa ^{4}}}
```

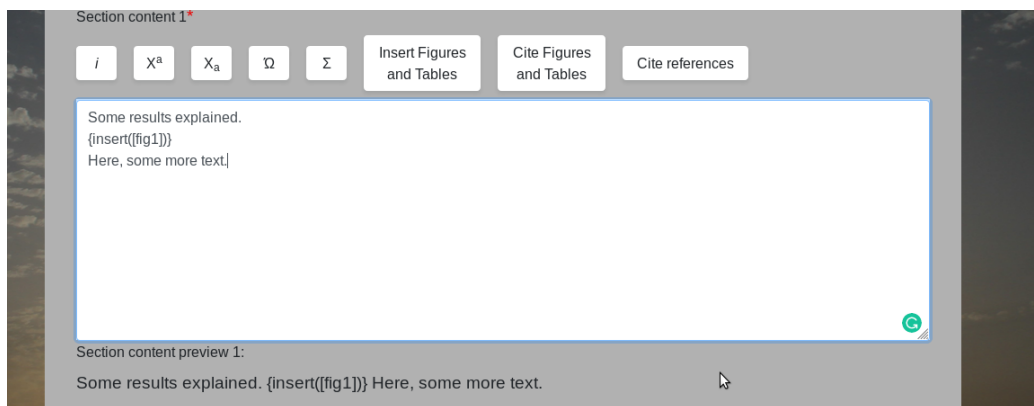
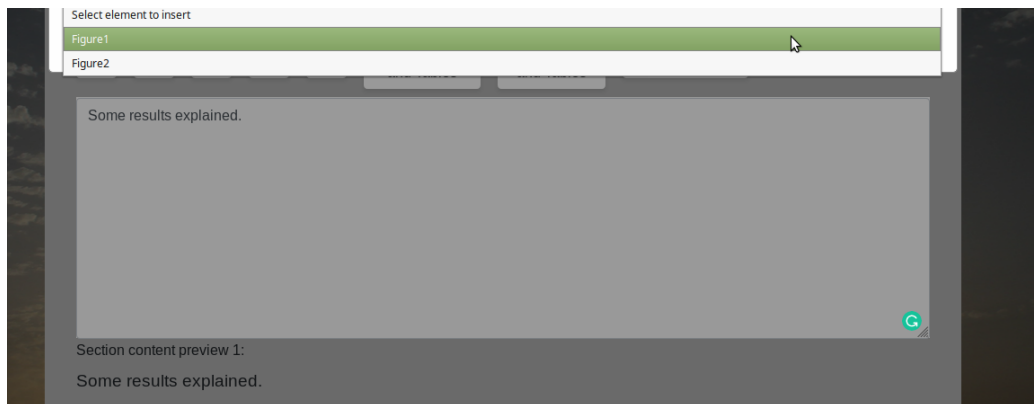
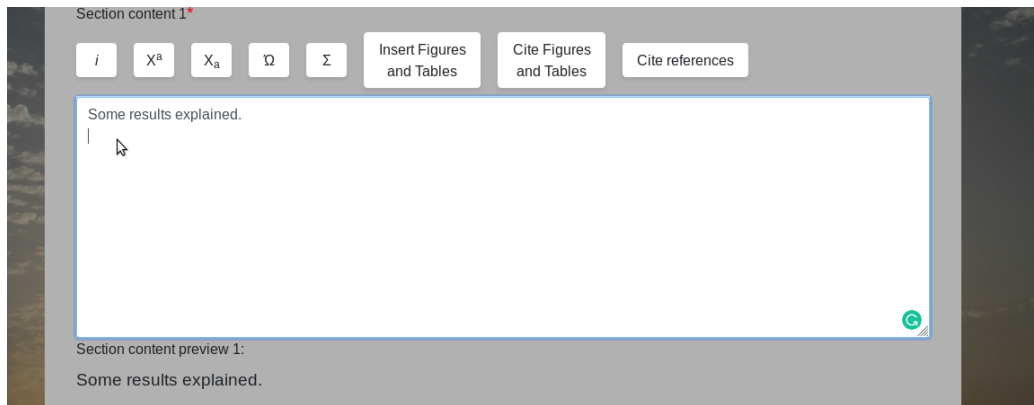


Figure 7: How to insert Figures/Tables.

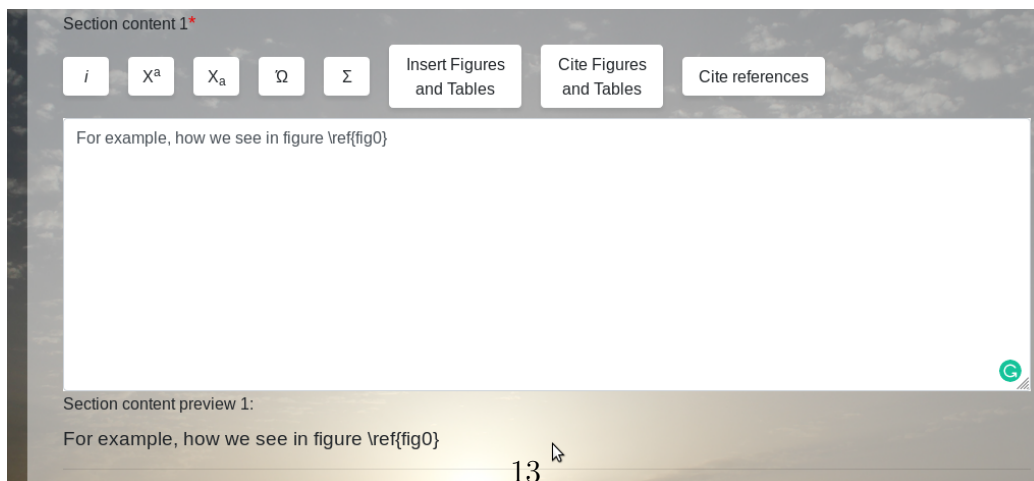
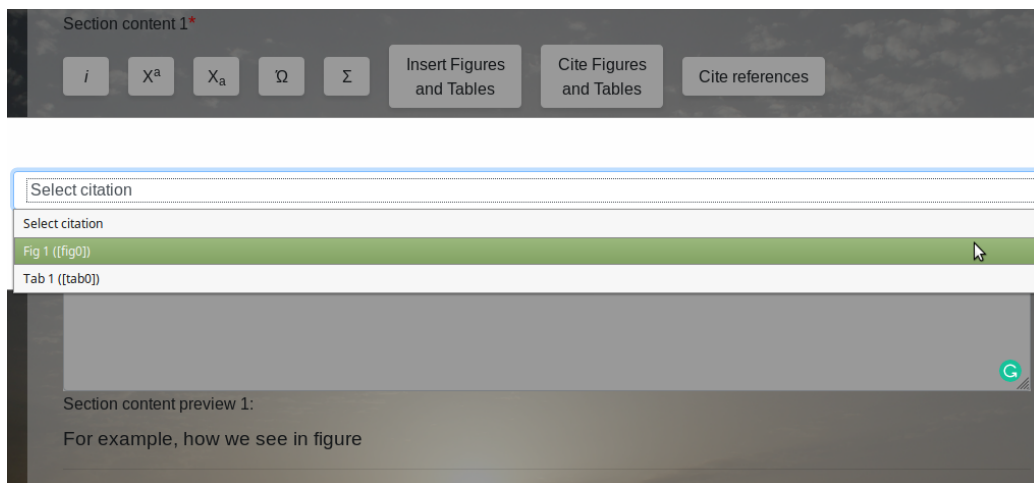
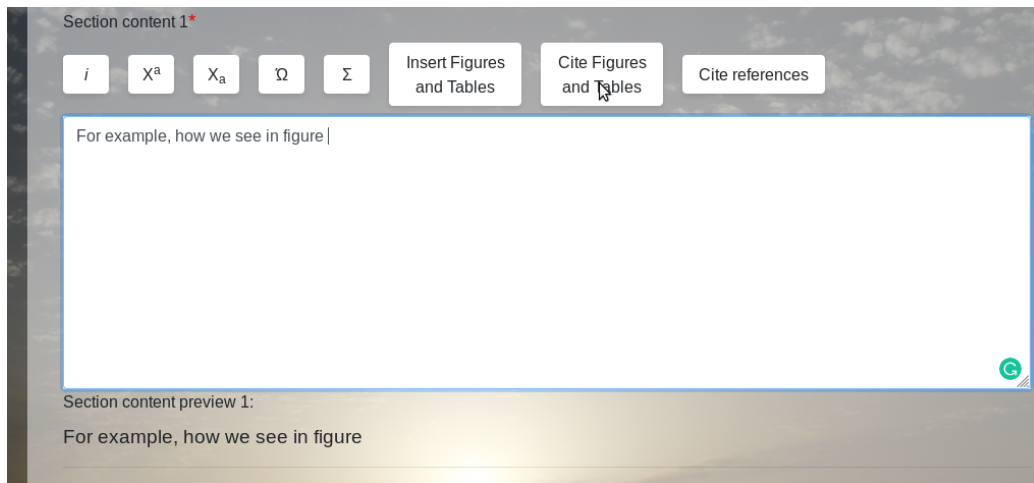
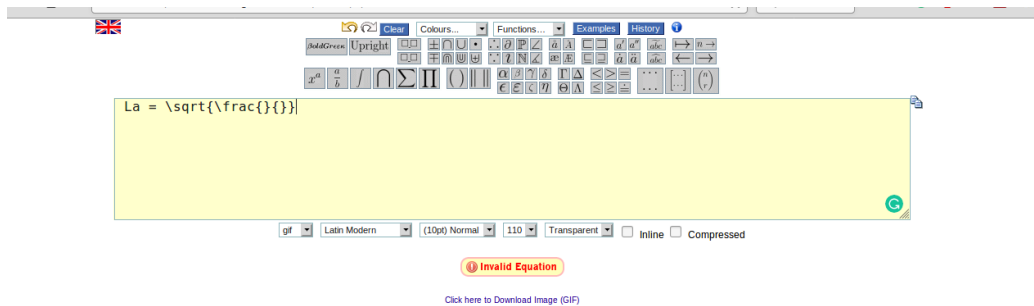
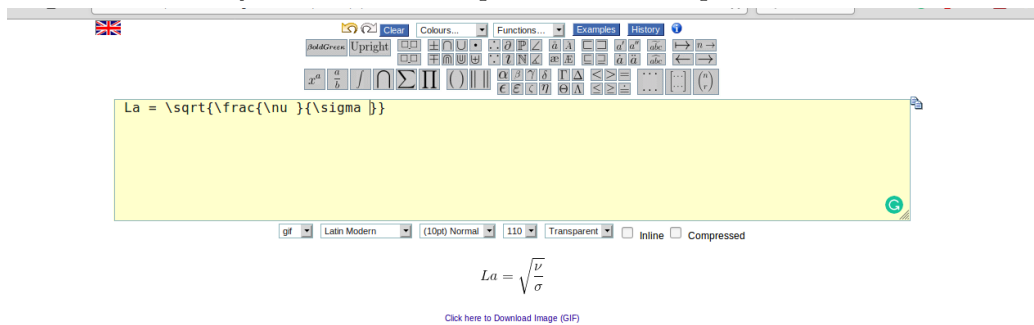


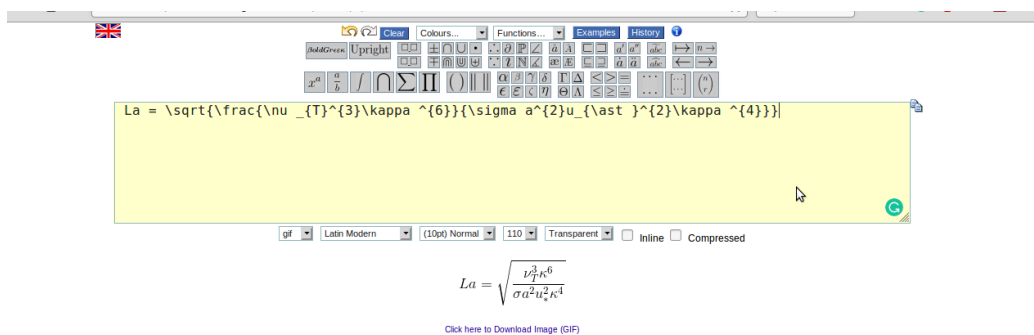
Figure 8: How to cite Figures/Tables.



Don't be afraid if you see "Invalid Equation" at some point.



The "Invalid Equation" message will disappear when you fill in the content inside the brackets.



This is the way you will see your final equation.

Figure 9: How to edit an equation.

Finally, you just have to copy the code and to insert it by clicking in the “ $\Sigma$ ” bottom.

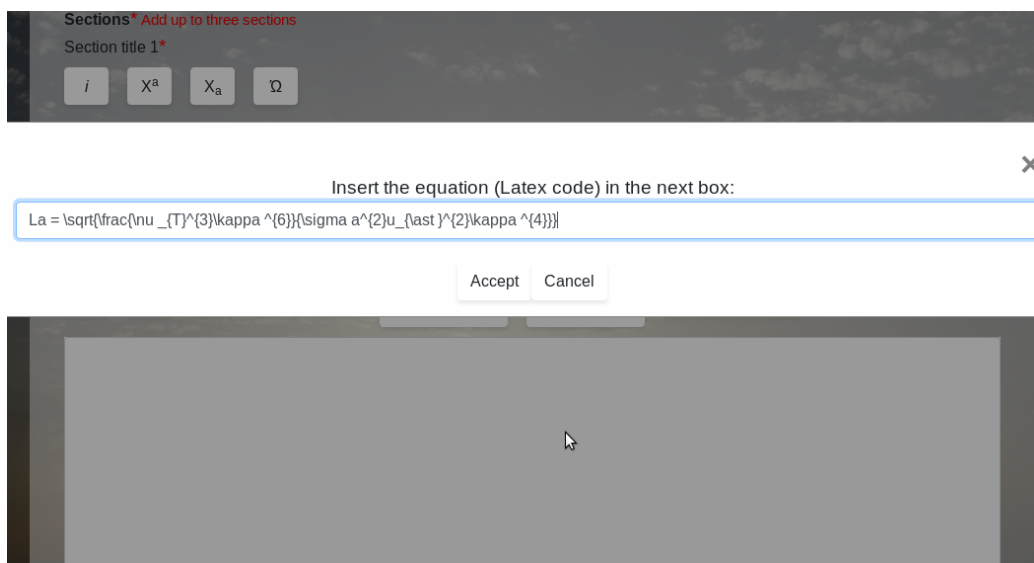


Figure 10

If you just want to insert an equation inline like this one,  $E = mc^2$ , you have to do it by clicking the “ $\Omega$ ” bottom (in the same way as a symbol).

## 9 Acknowledgements

You will also find an option to include acknowledgments, if you wish. Write or paste the text and select the words you want to italicize by hitting the “ $i$ ” button.

A screenshot of a web form titled "Acknowledgements" with a red instruction "Type your acknowledgements". The form has a text input area containing the text "Thank goodness, I finished it!". Below the input area is a preview section labeled "Acknowledgements preview:" showing the same text. At the bottom right, there are two buttons: "Preview" and "Finalize". A mouse cursor is hovering over the "Preview" button. The form is set against a background image of a sunset or sunrise over a body of water.

Figure 11: Acknowledgements and submit.

## 10 How to complete the abstract submission

Finally, click on "Preview" to check that everything is OK. If you detect an error, you can return to the form as many times as you wish and fix it so that everything is like you want. **Please, check that the final version does not exceed 3 pages, including references.** If you agree with the preview in PDF, press "finalize". Once the process is completed, each of the authors will receive an e-mail confirming the correct submission of their abstract.