**Abstract Submission Guidelines**

* Latin America URTeC abstract submissions are limited to 3,000 characters (including spaces and punctuation) and must include the following sections:
	+ **Objectives/Scope:** What is the goal of your work? What problem(s) does it address?
	+ **Methods/Procedures/Processes:** What methods do you use to achieve your objective? If multidisciplinary, be sure to include in the description.
	+ **Results/Observations/Conclusions:** What was the outcome of your work? If analysis is not yet complete, what are some possible results and how would you interpret them?
	+ **Applications/Significance/Novelty:** How can this work be meaningfully applied to unconventional plays? What new insights does it bring to the field? How do your results help those in your asset team, including those in other disciplines?
	+ **Interdisciplinary Components (required for team presentations; otherwise optional but recommended):** How does your work engage multiple disciplines?
* The title, authors, and authors’ affiliations are not included in the character limit.
* A title is required — it should be brief and state the topic.
* Abstract titles should not include company names.
* In keeping with the spirit of the conference, presenters must refrain from making subtle or blatant sales pitches including but not limited to: repeated use of product names, trade names or pictures, or repeated use of company logo.
* Authors may choose to submit either a standard or a team presentation under any theme. Team presentations are allotted 2-3 presenters and twice as much time (50 minutes, including Q&A period), and **are interdisciplinary in nature, with each presenter representing a different discipline**.
* Company permission, if needed, should be obtained prior to abstract submission. Potential issues concerning company permission should be noted when the abstract is submitted.
* The technical program committee will evaluate abstracts on the following criteria:
	+ Relevance and timeliness of subject matter to the unconventional industry
	+ Usefulness of contribution to the advancement of knowledge, techniques, or practice
	+ Overall clarity, organization, and presentation of ideas
	+ Level of interdisciplinary focus
* Sessions will be determined from the abstracts submitted to each theme. The listed subthemes will not necessarily correspond with sessions in the final program. Additionally, the committee reserves the right to move an abstract to a theme other than that to which it was originally submitted.
* Latin America URTeC does not accept content that will be duplicated (published or presented) elsewhere.

PLEASE READ – ADDITIONAL IMPORTANT INFORMATION FOR AUTHORS:

* You will be notified in May 2020 whether or not your abstract was selected for inclusion in the program.
* Latin America URTeC has no funding for presenters. Do not submit an abstract unless at least one author is certain to attend the conference. All presenters must register to attend the conference—no exceptions.
* Authors whose abstracts are accepted into the program will be required to submit a manuscript, which will then be reproduced as part of a digital library and made available online to conference attendees. Manuscripts will also be published in the online journals for SPE, AAPG, and SEG.
* Manuscripts should be a minimum of four pages and a maximum of 20 pages; should consist of new work, not previously published work; and are expected to contain references, comparisons to related works and other details generally expected in a research paper but not in an abstract, though shorter manuscripts may omit discussions of future work, very specific details of tests or processes, or other details not relevant to the key ideas presented.
* Latin America URTeC follows the “no paper, no podium” policy. If authors of accepted abstracts fail to provide a full manuscript or expanded abstract by the deadline of 17 August 2020, the organizers will remove the presentation from the program. Please plan ahead to allow for any internal approval processes or other potential causes for delay.
* All presenting authors must check in with Latin America URTeC staff at the Speaker Service Center at least 4 hours prior to your presentation.
* Any speaker substitutions onsite must be cleared with Latin America URTeC Theme or Co-Chairs at least 12 hours in advance of their presentation.
* Manuscripts are copyrighted by Latin America URTeC and cannot be re-published as-is except in an affiliated (SPE, SEG, AAPG) journal, although they may be distributed freely by the author and/or their employers, and included as portions of academic theses. If you wish to submit to an unaffiliated journal for publication, your URTeC manuscript must be substantially modified from the version published and copyrighted by Latin America URTeC. Click here to view the 2020 Latin America URTeC copyright form.