**ABSTRACTS REQUIREMENTS AND GUIDELINES**

**General Information:**

* All abstracts must be **original work** of the authors; **literature reviews** will not be accepted.
* Only abstracts in **ENGLISH** language will be reviewed.
* Abstracts will be grouped in **sessions** according to the **topic** selected by the submitter. However, the final arrangement in sessions will be determined by the **organizers**.
* The total number of accepted abstracts is **limited**; еach abstract has to be submitted **separately**.
* During the Congress student works will be **evaluated** by a professional **Jury Committee**.
* Three best works in each session (both oral and poster) will be **awarded**.
* Up to **three co-authors** are allowed.
* No more than **three works** **in different sections are accepted** from one author or group of authors**.**

**Abstract Submission:**

* Abstracts **must be submitted electronically** via the **Registration section** of the conference website until **5th of September**.
* *File Name:* Please title the abstract file as follows, the presenter’s entire last name, followed by the first initial of their first name plus the word “Abstract”. Example: “**SmithJAbstract.docx**”
* Once your abstract has been submitted, it is final, so please **review** the accuracy and spelling of your work before submitting. **The abstracts will be published exactly as submitted.**
* After submitting your abstract, you will receive a **confirmation email**; if you do not receive it, **please contact us** via email [ogh@gubkin.ru](https://vk.com/write?email=ogh@gubkin.ru)
* **Abstract acceptance notification** will be sent to the submitter in September after review by the **Abstract Review Committee**.

**Abstract Requirements:**

* Abstracts must be written in **English**.
* Abstracts should be **no longer than 4200 characters** including spaces.
* **Citation and references** to other works **are not allowed** in the abstract.
* **Direct speech** should be formatted using **quotation marks**.
* **At the first use of abbreviations** it is necessary to specify their **decoding.**

**Formatting Instructions:**

* Abstracts must be written in in Microsoft Office Word \*.**docx**, **A4** format, **2.5 cm** margins.
* Abstract text must be in **Times New Roman** font, **12** **pt** size, **single** line spacing.
* **Page Limit**: **2 pages** for complete abstract.
* Abstracts must include the following parts:

**CENTRED**:

* + **TITLE** – capital letters, bold;
	+ **Author**(s) – Name Surname1, Name Surname2 (the presenting author's name should be written first)
	+ **Scientific research supervisor**: Scientific degree Name Surname3
	+ **1Department, Institution**, **City**, **Country** (if not mentioned in the institution's title); **Contact email**

**JUSTIFIED**:

* + **Key words**. Aaa, bbb, ccc
	+ **Introduction**. A short description of the background of your research.
	+ **Aim**. A short description of what you wish to accomplish.
	+ **Materials and methods**. A description of materials and methods used in your research.
	+ **Results**. A precise description of the obtained results. Please, describe your personal contribution to the scientific paper.
	+ **Conclusions**. A summary of the study where you interpret the meaning of the results regarding your initial aim.

**Requirements for Tables, Figures and Formulas**:

* The text can contain tables, the captions to which should be given above the table with alignment on the left side, format: table 1. - Name of the table.
* The design of the text in the tables: single interval, font Times New Roman, 12.
* There can be no more than two tables in the text.
* The text should provide a link to a figure, a table, a diagram indicating the number of figures, tables and diagrams.
* Note. Avoid abbreviating table names, figures, and equations (i.e., Tab. 1, Fig. 2, level. 3) in the signature or in the text. Do not write "in the table above/below" or "in the figure on page 2", as the position and page number of the table or figure may change during layout.
* All components of the formulas should be formed in the Microsoft equations.
* Graphics must be of high resolution, at least 300dpi. When using labels, the text should be clearly displayed.
* Tables and figures should be aligned in the center of the page without indentation.
* The name of the figure, the scheme should be aligned in the center under the figure in the following format:

Figure 1­ – name of the figure (No more than 2 figures);

Scheme 1 – scheme Name (No more than 1 of the scheme).

**Abstracts which do not follow these rules will not be accepted!**

An example of the required abstract format can be viewed in **Example.docx** document. By submitting an abstract, participants agree the above mentioned terms.

***Oil and Gas Horizons Organizing Committee***

**EXAMPLE OF THE CORRECT FORMATTING FOR YOUR ABSTRACT**

**Authors:** John Smith1, Thomas Sullivan2

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2Technical University Vienna, Austria

**Key words.** text, text, text, text.

**Introduction.** Text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text.

**Aim.** Text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text. text text text text text text text text text text text text text text text text text text text text.

**Materials and methods.** Text text text text text text text text text text text text text text text text text text text text. text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text.

**Results.** Text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text.

Figure 1. Name of the figure

The results are given in table 1.

Table 1. – Name of the table

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name of the Column | Name of the Column | Name of the Column | Name of the Column | Name of the Column | Name of the Column | Name of the Column | Name of the Column |
| 1 | 0 | 1,00 | - | 1,4 | - | 1,2 | 1,5 |
| 1 | 0 | 1,11 | - | 1,4 | - | 1,2 | 1,5 |

Text text text text text text text text text text text text text text text text text text text text text.

**Conclusion.** Text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text.