Guidance for contributors to organised sessions
Create an account on the Exordo portal.

Note: If it is your first time submitting via Ex Ordo, you will be prompted to set a password. If you have previously used Ex Ordo (such as for our 2021 conference), you can reset your password if needed.
Key points

• You will be given a link which will take you to the session to submit your paper

• Delegates will be limited to ONE paper presentation and ONE panel/workshop contribution, OR, TWO panel/workshop contributions. The role of discussant is included as a panel/workshop contribution.

• A single paper may only be presented once at the conference.
Submitting your abstract to an organised session if you do not have a direct link from your session organiser

- Navigate to the public panels list
Find the session in the list, select and click submit to panel
Scroll to the bottom of the page and click start workflow, filling in all details for your submission
Step 1 - Input details for your presentation
Step 2 – input author details
Ignore steps 3 and 4 and proceed to step 5 as these pages are just for session organisers and open call participants.
Step 5 - Fill in the boxes and click done.
When complete, your submission will show as demonstrated in the picture.