**ISESCOWINS2016, a multidisciplinary conference,**

ISESCO Women in Sciences (ISESCOWINS2016) conference is a multi-disciplinary conference which provides female researchers from diverse research a forum to present their work to a multidisciplinary audience. The conference consists of three technical sessions: Biological Sciences (BS), Natural Sciences (NS) and Social Sciences (SS). As the conference is potentially of interest to a wide range of researchers throughout the country, the organizing committee has set up an online abstract submission system to streamline the processes of abstract submission, peer review and preparing the conference proceedings. Please follow the guidelines below in preparing your abstract, online submission system, and registration.

**Guidelines for preparing Abstract**

1. Total number of words in your abstract should not exceed 350 words limit.
2. Please add a short introduction of the first / presenting author (not exceeding 100 words, in the form of a paragraph), below your abstract. Please Include this information: (i) Full name; (ii) Title or Academic position (for example; PhD candidate, Assistant Professor, Associate Professor, Professor, Director, Principle Scientific Officer); (iii) Your Affiliation, (iv) other information. An example of the introduction is given below:

Example 1.

Prof. Peter Lockhart is a Professor of phylogenetics and molecular evolution at the Institute of Fundamental Sciences, Massey University, New Zealand. He is a member of the Royal Society of Biology, and a former Von Humboldt fellow. He is interested in rapid radiations in New Zealand alpine flora. Prospective students can discuss their research possibilities with Pete at [example@website.com](mailto:example@website.com)

1. Save your abstract, along with the introduction of the lead/presenting author, in PDF format. Give the file an informative file name that should contain an author’s Family (last) name and the acronym for the technical session in which you want to submit. Adding the acronym (BS, NS, SS) in the file name will help organizers at later steps.

Examples of the file names: Ahmed\_BS.pdf; Ahmed\_NS.pdf; Ahmed\_SS.pdf

**Guidelines for online submission using Easy Chair conference management system:**

1. Please click on the link or type <https://easychair.org/conferences/?conf=isescowins2016> in your browser.
2. If you already have an account on Easy Chair, please login. If you don’t have, make a new one (just similar to an email account). Please follow very simple, two step instructions on your screen. You should then receive an email from easychair. From your email inbox, click on the link to complete the final steps of your registration. Fill in the final page of registration form, and click “Create my account” button at the end of the registration form.
3. Login to your account using your easychair username and password (you are now logged in as an author)
4. Click “new Submissions” tab on top left hand side.
5. On the Abstract submission page, write title of your abstract, type or copy / paste your abstract in the space provided, and specify at least three key words. Tick the technical session under “Topics” tab to which you are submitting your abstract. Browse and upload your abstract file, and click “Submit”.
6. Next page will show you a summary of your submission. If you want to make any changes in authors’ information, edit or update your submission file, or withdraw your submission, you can do so till the submission deadline. See top right-hand side options for doing so.
7. The Program Committee will organize a review of your abstract, and you will be notified whether your abstract is accepted for oral or poster presentation.

**Guidelines for Conference Registration.**

Registration fee is Rs. 300/- which is to be deposited in the bank account. Please use following information to deposit your registration fee:

Bank Account title: Chairperson Department of Biochemistry

Account Number: 0002947900430103

Please deposit your registration fee online, through a challan form, a pay order, or making a crossed cheque. Last date for submitting the registration fee is **Monday, 29th February 2015.**

Please note:

1. The registration fee is non-refundable, once deposited.
2. Registration fee deadline is capped at the date above in order to organize conference proceedings. Only abstracts of confirmed participants will be published in the abstract book.