Procedures for Submitting Presentation Abstracts

1. **In-Person Abstract Submissions** — Abstracts for presentations offered to working groups should be of interest to a specific working group. Abstracts for presentations offered to composite groups should be broad and of interest to each of the working groups assigned to the composite group. Abstracts may be submitted to up to two Composite, Working, or Distributed Working Groups. **You must make two separate complete submissions so that your submission may be considered by each group separately.**

2. **Abstracts** — All abstracts (limit 1500 characters) should be submitted through the MORS “Presenter Center” site at [www.mors.org/Events/Presenter-Center](http://www.mors.org/Events/Presenter-Center). Once you are on the site please follow the instructions provided. The abstract disclosure process will be included online during your abstract submission. The abstract MUST be Unclassified and Approved for Public Release; Distribution Unlimited. It is the responsibility of the author submitting the abstract to ensure that he or she follows his or her organization’s policy for ensuring that the abstract is approved for public release (for example, an OPSEC review by the organization’s security office.)

3. **Notification** — If you are not notified of acceptance or rejection of abstracts offered for presentation at the 84th MORSS by **15 May 2016** please call the WG or Session Chair(s) directly with any questions.
Information Needed before Submitting Abstract

1. Title
2. Contact Information for Author and Co-Authors (if applicable)
3. Presentation Site: (onsite, virtual or both)
4. Submission Group: (CG, WG, etc.)
5. Classification of Presentation: (unclassified, for official use only, confidential, confidential// rel to fvey, secret, secret// rel to fvey)
   - FOUO & Classified Presentations SHOULD NOT be uploaded to the MORS website. Chairs will provide instructions on how to submit presentations after abstracts have been reviewed and accepted.
6. Distribution Statement for your Presentation**:
   - DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.
   - DISTRIBUTION STATEMENT B. Distribution authorized to U.S. Government agencies only (fill in reason) (date of determination). Other requests for this document shall be referred to (insert controlling DoD office)
   - DISTRIBUTION STATEMENT C. Distribution authorized to U.S. Government Agencies and their contractors (fill in reason) (date of determination). Other requests for this document shall be referred to (insert controlling DoD office)
   - DISTRIBUTION STATEMENT D. Distribution authorized to the Department of Defense and U.S. DoD contractors only (fill in reason) (date of determination). Other requests shall be referred to (insert controlling DoD office).
   - DISTRIBUTION STATEMENT E. Distribution authorized to DoD Components only (fill in reason) (date of determination). Other requests shall be referred to (insert controlling DoD office).
   - DISTRIBUTION STATEMENT F. Further dissemination only as directed by (inserting controlling DoD office) (date of determination) or higher DoD authority.
7. Abstract text: Abstracts limited to 250 words.

**All Abstracts must be cleared for public release

** Please note that if your presentation is Distribution B or E, government contractors and FVEY participants will not be able to attend, even if your presentation is unclassified.

** If abstract is accepted, please be prepared for a 25 minute presentation plus an additional 5 minute discussion period. This time can only be adjusted with permission of that group's chair.