



## SECOND INFORMATION LETTER

The Ministry of Science and Higher Education of the Russian Federation  
The Russian Academy of Sciences  
The Vavilov Society of Geneticists and Breeders  
Russian Society of Plant Physiologists  
The Government of the Republic of Tatarstan  
The Academy of Sciences of the Republic of Tatarstan



The Federal Research Center "Kazan Scientific Center of the Russian Academy of Sciences"  
The Federal Research Center Institute of Cytology and Genetics, Siberian Branch of the Russian Academy of Sciences

### VII International Scientific Conference

*Plant Genetics, Genomics, Bioinformatics and Biotechnology*  
*(PlantGen 2023)*

**July 10 – 15, 2023**

**Kazan, Republic of Tatarstan, Russian Federation**

Dear Colleagues!

Thank you for your interest to VII International Scientific Conference “PlantGen 2023” which will be held in Kazan from 10 to 15 July 2023. In this letter, the Organizing Committee informs you about the rules for submitting the abstracts on the conference website, as well as for the registration fee payment.

#### **DEADLINE FOR REGISTRATION AND ABSTRACTS SUBMISSION**

Submission of the abstracts must be carried out on the conference website (<https://plantgen2023.ofr.su>), through the Personal Cabinet (see below). The deadline for abstract submission is 30 April 2023. Abstracts sent by post or e-mail, as well as received after April 30, 2023 will not be considered. The Organizing Committee has the right to reject abstracts submitted in violation of the rules or not relevant to the conference theme. The authors are solely responsible for the content of the submitted abstracts. Any spelling, grammatical or scientific errors in the abstract text will be reproduced as submitted by the authors.

The presentation type suggested by the participant during registration can be changed by the Program Committee in order to form an adequate general conference program. Priority will be given to the participants who have confirmed the in-person participation. Information on the status of the report and the preliminary program will appear on the website conference after June 10, 2023.

#### **PAYMENT OF THE REGISTRATION FEE**

The options included in the participant package, as well as the terms and conditions can be found on the conference website in the "Registration fees" section:

<https://plantgen2023.ofr.su/payment>

**Payment of one registration fee allows submitting of only one abstract.**

PlantGen 2023 will be held in a hybrid format with opportunity to participate in an online format. This means that all conference events will have an interactive online broadcast. The payment indicated for the online participation covers the costs of organization of an online broadcast and

electronic publication of the abstracts. Shortly before the conference, these participants will be provided with log-in details for online access to all events.

### **Registration fee for participants from Russia and the countries of the former USSR.**

The fee is indicated in Russian rubles. For the details of payment, please, refer to the Russian page of the conference website.

Participant category and form of participation	Early payment in rubles (until March 30)	Late payment in rubles (until June 30)
Scientists over 35 years old, full-time participation	6000	7000
Young scientists (up to 35 years old), full-time participation	4000	5000
Accompanying persons and Listeners, full-time participation	4000	5000
Scientists over 35, remote participation (on-line)	3500	4000
Young scientists (up to 35 years old), remote participation (on-line)	2500	3000

### **Registration fee for participants from far abroad**

The registration fee for the scientists from far abroad is **600 \$**. Payment for participation in full-time format is carried out upon arrival. Other forms of participation will be discussed in personal correspondence.

### **ABSTRACTS SUBMISSION THROUGH THE PERSONAL CABINET ON THE CONFERENCE WEBSITE**

Submission of the abstracts is carried out through the Personal Cabinet on the conference website <https://plantgen2023.ofr.su/cabinet>. To gain access to the Personal Cabinet you must first register on the conference website. If you have registered before, you can go directly to the Personal Cabinet and submit the abstract. **If you have forgotten your Password**, please, use the Password recovery system on the website: <https://plantgen2023.ofr.su/cabinet>. In case of any problem contact the Organizing Committee. If necessary, the type and the title of the talk entered by you during the preliminary registration can be changed in the course of abstract submission.

**If you have not registered before**, you have first to fill in and submit the registration form at <https://plantgen2023.ofr.su/registration>. During registration, you can express your suggestions for organizing additional events in the field "Comments to the organizers" and in the Personal Cabinet on the corresponding tab. You can suggest interesting topics for popular scientific lectures or topical issues for round-table discussions. You can recommend the scientists you would like to see as a speaker. The Organizing Committee can offer you excursions to scientific laboratories or experimental fields of the Institutes of the FRC KazSC RAS, to the museums of Kazan State University, to show you all the diversity of the scientific life of Kazan. We are looking forward to your suggestions! The conference can be held in both traditional and the most unexpected and creative formats. With your help, we will try to make PlantGen 2023 more informative, bright, filled with interesting events and attractive for all categories of participants.

**After the registration form is completed and submitted**, the generated password will be sent to the participant's email address specified in the registration form. To enter the Personal Cabinet on the conference website, you must enter the Login (e-mail) and the Password sent to the participant's e-mail during registration.

**When a participant enters the Personal Cabinet for the first time**, his email address is automatically confirmed and his name appears in the list of participants on the website <https://plantgen2023.ofr.su/participants>

## **STEP-BY-STEP PROCEDURE FOR SUBMISSION OF ABSTRACTS**

Each registered participant using his account can submit **only one abstract**. In case of several coauthors, abstract must be submitted from an account of potential speaker. You can save the entered information at any stage of form filling by clicking **Save** button and come back to editing it unlimited number of times until April 30, 2023. After this date, abstract editing will not be possible. The Program Committee will review the latest saved version of the abstract.

1. Log in to your **Personal Account (Cabinet)** <https://plantgen2023.ofr.su/cabinet>
2. In the **Personal Info** tab, check the data you entered during registration. Edit if necessary and save changes.
3. Enter the **Abstract** tab of your Cabinet. Select **Type of presentation**:
  - Oral presentation (Oral)
  - Poster presentation (Poster)
  - Flash presentation of Poster (Flash)
  - Online oral presentation (On-line Oral). The number of online oral presentation is limited!
  - Accompanying person or Listener

***Flash presentation of the Poster.*** After competitive selection by the Program Committee, the participants assigned for Flash presentation will have the opportunity to draw attention of the conference audience to their poster with a 2-minute talk at one of the breakout sessions. Questions to the authors of Flash presentations can be asked later during the discussion at the Poster. The status of such a talk is equivalent to oral presentation.

***Online oral presentation.*** Colleagues who wish to take part in the Conference, but do not have chance to come in-person, may have the opportunity for an online oral presentation at one of the conference sessions. The number of online participants will be limited. The selection will be made by the Program Committee.

4. In the **Title of presentation /Abstract** field, enter the title of your report /abstract. The title is written without quotation marks, in lowercase letters and begins with capital letter. One should use italics for Latin names of objects and gene names, as well as capital letters for common abbreviations.
5. Specify the **Full name of the organization** in the field **Institution (Full name)** and contact **E-mail** of the speaker. Specify only one (main) place of work!

6. It is advisable to fill in the field **Take-Home Message**. Here you indicate the most important information from your report that you want to leave in the memory of other participants (one or two paragraphs, each from new line). The size of the text is not more than 250 characters with spaces.

7. Enter the text of the abstract in the field **Text**. Text size should not exceed 1200 characters with spaces. References, pictures, tables and formulas should not be used in the text of the abstract. The text of the abstract must reflect the relevance of the problem, the main methodological approaches, and the results of your work.

8. In the field **Publications**, please, enter up to two of your publications on the topic of the report (specify DOI if available). The size of the text is not more than 500 characters with spaces.

9. In the **Co-authors** section, enter information about all **Co-Authors** of your report. By default, the speaker is listed as the first author. Otherwise, specify in the comments on the **Comments** tab. Try to point only one (main) place of work for each co-author.

**! Save** the entered data by clicking the **Save** button at the bottom of the Abstract tab!

In the **Files** tab in the Cabinet, you can download **Additional Materials**. The size of each uploaded file must not exceed 10 MB.

10. **Speaker portrait photo**. Upload your portrait photo. Photo will be adapted (cropped) for vertical orientation with a 3x4 ratio. Accepted formats are JPG, PNG, GIF.

11. **Graphical abstract**. Download a graphic annotation of your report. This item is **obligatory** for participants of the **School of Young Scientists!** For the rest of participants, the presence of a graphic annotation is extremely desirable as it will allow experts and other readers to better understand and remember your report.

Graphical abstract is the main content of your report, expressed in one picture. Orientation of the picture must be horizontal (landscape). Recommended size (minimum) is 1000 x 400 pixels (W x H). Try to keep this ratio. Acceptable formats are JPG, PNG, GIF.

Example: <https://www.elsevier.com/authors/journal-authors/graphical-abstract>

A preview of your abstract is available on the **Abstract** tab. Click the **Preview** button and a new window will open. Prior to publication, all abstracts will be automatically formatted.

## **PUBLICATION OF THE ABSTRACTS**

After June 30, 2023, the access to the abstracts will be opened on the Conference website

The Abstract Book will be published in electronic form on the Conference website.

PlantGen 2023 Organizing Committee  
[plantgen2023@mail.ru](mailto:plantgen2023@mail.ru)  
<https://PlantGen2023.ofr.su>

Welcome to Kazan!