

Microsoft CMT Instructions

Instructions for Authors

Follow these steps to submit your abstract and manuscript to the conference.

1. Create a CMT Account and Log In

Navigate to the Microsoft CMT website (<https://cmt3.research.microsoft.com>). If you already have an account, log in using your registered email and password. If you are a new user, click "Register" to create an account. It is highly recommended to use a standard email address (like Gmail or Outlook) if your university email strictly filters out automated messages.

2. Locate the Conference within the CMT system

A direct link to the CMT system has been already placed on the submission point of the BCUR2027 webpage: Click it to access the submission page:

<https://www.qmul.ac.uk/british-conference-of-undergraduate-research-2027/submission-info/>.

In alternative, click the "All Conferences" tab after logging in. Type the conference name into the search filter field in the top right corner. Do not press the "Enter" key; simply click outside the box to view the results and select your target conference (BCUR 2027).

3. Initiate a New Submission

Once inside the conference site, you will land on the Author Console. Click the "+ Create new submission" button. Fill in your paper title and paste your abstract into the designated text box. Add all co-authors by entering their email addresses. If they have CMT accounts, their details will appear automatically. Answer all questions marked "required" on the submission point.

Note: If you are submitting more than one research project, it must be presented in two different formats. We also allow one project to be presented in multiple ways. We do not accept more than one submission for each format.

4. Submit and Confirm

Review all the information provided and click the "Submit" button at the bottom of the form. You will be redirected to a Submission Summary page, and a confirmation email will be sent to all listed authors.

5. Review process

After the initial submission, you will receive the review report, and you can implement the reviewer's recommendations. After submitting, the revised abstract will be re-evaluated, and a final decision will be sent. Once accepted, no more changes to the

abstracts will be allowed. The revised abstract must be submitted no later than Monday, 4th January 2027. You can edit your submission or update the uploaded file from the Author Console at any time before the final submission deadline.

Important note for international students only: We strongly advise international students requiring a visa to submit early, ideally at the end of November, to have enough time to get their work reviewed and get accepted for the conference. We aim to complete the review of these submissions by the end of December to allow sufficient time for visa applications and travel arrangements.