

## **AUTHOR INSTRUCTIONS FOR POSTER PRESENTATION.**

### **RULES & GUIDELINES FOR SUBMISSION**

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1. An author from each abstract is expected to attend the congress and present the poster presentation.
2. Only abstracts of authors who have paid their registration fees by **September 30, 2015** will be included in the final abstract book and will be scheduled for poster presentation.
3. All abstracts must be submitted and presented in clear English with accurate grammar and spelling of a quality suitable for publication..
4. Instructions for preparation of poster presentations will be sent together with acceptance notifications.
5. Only abstracts submitted via the online submission through provided link will be sent to the Abstract Review Committee for review.
6. Please do not submit multiple copies of the same abstract.
7. You will receive confirmation that your abstract has been received, indicating the abstract number which it has been allocated. Please refer to this abstract number in all correspondence regarding the abstract.
8. Please contact the Secretariat if you have not received confirmation that your abstract has been received.
9. All submitted abstracts will be forwarded to the Committee for review. Notifications regarding status will be sent once the review process is complete.

### **GUIDELINES FOR SUBMISSION OF ABSTRACTS.**

#### **Before you begin, please prepare the following information:**

- Presenting author's contact details:
- Email address
- Full postal address

#### **Author and co-authors' details: (maximum of 10 authors)**

- Full first and family name(s)
- Affiliation details: department, institution / hospital, city, state (if relevant), country

#### **Abstract title - limited to 25 words in Sentence Structure**

**Abstract text – limited to 250 words** (Please Note: Word count is affected when graphs/tables/images are added)

#### **Tables –**

- A maximum of 3 tables of up to 10 rows x 10 columns can be included per abstract

#### **Graphs and images –**

- It is important to note that each image included in the abstract is worth 30 words. A maximum of 3 images can be included per abstract.
  - The maximum file size of each graph/image is 500 KB.
  - The maximum pixel size of the graph/image is 600(w) x 800(h) pixel. You may upload graphs in JPG, GIF or PNG format.
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## **Abstract Submission Deadline**

**August 31<sup>st</sup>, 2015**

**Please submit your abstract to: [inquiries@conf-med.com](mailto:inquiries@conf-med.com)**