# Abstract Submission Guidelines

We are delighted to invite you to submit abstracts for presentation at the upcoming Medipath Emergency Medicine Symposium. Please follow these guidelines to ensure your submission is reviewed and considered.

## General Submission Guidelines

1. **Eligibility: Active participants** only.

2. **Submission Deadline:** All abstracts must be submitted by **October 7th, 2024.**

3. **Language:** All abstracts must be written in **English.**


## Abstract Format and Content Guidelines

1. **Title:**

   o Should be concise and descriptive.

   o Avoid abbreviations and acronyms unless widely recognised.

2. **Author Information:**

   o List **all authors, including full names and affiliations**.

   o The **presenting author should be listed first.**

3. **Abstract Body:**

   o **Introduction:** Briefly describe the background and the purpose of the study.

   o **Methods:** Outline the methods used in the study or case report.

   o **Results:** Summarise the key findings.

   o **Conclusion:** Summarise the main outcomes.

   o Limit to **300 words.**

   o **Use standard scientific headings (Introduction, Methods, Results, Conclusion).**

4. **Keywords:**

   o Provide **up to 4 keywords** that best describe the content of the abstract.

5. **References:**

   o Format references according to **AMA style or Vancouver style**

## Submission Process

1. **Format:**

   o Submit abstracts as a **Microsoft Word document (.doc or .docx), PDF, or Google Docs.**

   o Use standard font **Times New Roman, 12-point, and 1.5 line spacing.**

2. **Submission:**

   - Submit your abstracts **via email.**

   - **In the subject line of the email, please include the following: 'ABSTRACT ORAL PRESENTATION or POSTER SUBMISSION, YOUR FIRST AND LAST NAME, ABSTRACT TITLE'.** E.g., Subject: Abstract submission, Jane Doe, Outcomes of cataract surgery in the elderly.

   - Ensure you receive a confirmation email upon submission within 24-48 hours. **If you do not receive a confirmation email, please contact us.**

   - **Please remember to state the format you have decided to present in: Oral or Poster.**

3. **Review Process:**

   - All abstracts will undergo a peer-review process.

   - Notifications of acceptance or rejection will be sent by October 8**, 2024.**

## Presentation Formats

1. **Oral Presentations:**

   - Selected abstracts will be invited for oral presentations.

   - More information (timing, marking schemes, and timetable of the day) will be provided.

2. **Poster Presentations:**

   - Selected abstracts will be invited for poster presentations.

   - Posters should adhere to the specified dimensions and guidelines provided upon acceptance.

## Contact Information

For any queries regarding the abstract, research, and scientific components of the symposium, please contact:

**Scientific Coordinator:**
Kaynat Noor Chaudhry
Email: medipathbg@gmail.com

For any other symposium-related queries, please contact:

**Symposium Coordinator**
Husham Akhlaq
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