

## **ABSTRACT SUBMISSION GUIDELINES-ORAL & POSTER**

Abstracts should be submitted only via the online submission link. Only abstracts submitted via the website of the ICME 2021 Conference (i.e. [www.icme-2021.com](http://www.icme-2021.com)), by **01 December 2020** will be sent to the Scientific Committee for review. Abstracts received after the deadline will not be considered.

**Abstracts submitted via fax or email will not be accepted.**

Please do not submit multiple copies of the same abstract. You will receive confirmation that your abstract has been forwarded for review, indicating the abstract number which it has been allocated. Refer to the abstract number in all correspondence regarding the abstract.

Please follow the instructions listed in this website step-by-step.

### **RULES FOR SUBMISSION**

The presenting author is expected to attend the conference and present the poster or oral presentation. Presenting authors of abstracts must be **registered participants**. Only abstracts of authors, who have paid their registration fees by **15 January 2021** will be scheduled for presentation and included in the **ICME 2021** Final Programme.

The presenting author is required to ensure that all co-authors are aware of the content of the abstract before submission.

Abstracts must be **original** and must not be or have been published or presented at any other meeting prior to ICME 2021 Conference.

If an author has submitted more than two abstracts, only two with high quality will be selected for presentation.

All abstracts must be submitted and presented in clear English with accurate grammar and spelling of a quality suitable for publication.

**Note:** Before submitting the abstract, the Abstract Submitter will be required to confirm the following:

1. I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected after final submission and I am aware that it will be published exactly as submitted.
2. Submission of the abstract constitutes consent to publication (e.g. congress website, programs, other promotions, etc.)

3. The Abstract Submitter warrants and represents that he/she is the sole owner or has the rights of all the information and "**Content**" provided to the ICME 2021 Conference (Hereafter: "The Organizers"). The publication of the abstract does not infringe any third-party rights including, but not limited to, intellectual property rights.

4. The Organizers reserve the right to remove from any publication an abstract which does not comply with the above.

The authors are requested to get their abstract approved by their **Institutional Ethical Review Committee** prior to submission. No need to submit any evidence.

5. I herewith confirm that the contact details saved in this system are those of the corresponding author, who will be notified about the status of the abstract. The corresponding author is responsible for informing the other authors about the status of the abstract.

## **ABSTRACT PREPARATION**

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

- Presenting author's contact details
  - Email address
  - Full postal address
  - Daytime and evening phone number
- Author and co-authors' details
  - Full first and family name(s).
  - Affiliation details: department, institution / hospital, city, state (if relevant), country
- Abstract– limited to **300 words**, including acknowledgements. (Please Note: word count is affected when graphs/tables/images are included, therefore do not include these in your abstract.) We recommend using word-processing software (for example, MS Word) for editing your abstract and counting the number of words.
- We recommend sending your abstract using MS word in the format ‘.doc’ or ‘.docx’
- Abstracts should clearly state the word count not more than as follows:
  - **Title of Study** (17 words)
  - **Background and aims/objectives** (50 words)
  - **Methods** (100 words)
  - **Results** (100 words)
  - **Conclusions and Recommendation** (30 words)
  - **Key Words** (3 words)
- Use only standard abbreviations. Place special or unusual abbreviations in parentheses after the full word appears the first time.
- Use generic names of drugs. Express numbers as numerals.

- Abstract category – abstracts must be allocated to a specific category for the Scientific Program. You will need to select the theme most suited to your abstract to preview the topics
- Draft abstracts – The submission form at the link below allows you to store your abstract as a draft in order to make changes. Please note that abstracts must be **SUBMITTED** before the deadline in order to be sent to review for inclusion in the Scientific Program.