

## **DEADLINE OF SUBMISSION: AUGUST 1<sup>ST</sup>, 2010**

Abstracts must be submitted via this website.

- The Congress Abstract Book and CD-ROM will include plenary lectures, symposium abstracts and all accepted oral and poster presentations.
- The International Scientific Committee will review abstracts. Information regarding acceptance will be sent to the abstract submitter till August 15<sup>th</sup>, 2010.
- All abstracts must be submitted and presented in clear English with accurate grammar and spelling of a quality suitable for publication.
- Only abstracts of authors who have paid their registration fees by August 30, 2010 will be scheduled and included in the Abstract Book and CD-ROM.

## **GUIDELINES FOR SUBMISSION**

- **Abstract Templates:** It is the Scientific Program Committee's requirement that the appropriate templates are used for each submission. There are three templates that can be used:
  - Panel Discussion / Clinical Round Tables
  - Individual Open Papers / Poster
  - In-Congress workshops

Please use the above links to download the submission template and save it to your desktop.

- When you have downloaded the template, please ensure your abstract adheres to the guidelines listed here
- Before you begin, please prepare the following information:
  - Presenting author's contact details
    - Email address
    - Full postal address
    - Daytime and evening phone number
  - Presentation type  
(Please note that consideration will be given to your preferred presentation type, however the final allocation will be determined by the reviewing committee)
  - Author and co-authors' details

- Full first and family name(s)
- Affiliation details: department, institution / hospital, city, state (if relevant), country
- Abstract title - limited to 20 words in UPPER CASE
- **Abstract text – limited to 300 words**  
(Please Note: Word count is affected when graphs/tables/images are added)
- Abstract topic – abstracts must be allocated to a specific topic for the Scientific Programme. Please choose up to 3 categories from the list of topics.

## **PRESENTATION TYPES**

**Panel Discussions** are designed to focus on a theme, issue or question that is addressed by a panel of experts. A Panel Discussion will consist of a chairperson who will briefly introduce the topic and the panel members. At least 4 but no more than 6 panel members will each have the opportunity to give their perspective on the relevant issue. Then a discussion will ensue between panel members with opportunity for an exchange of views by audience members. The chairperson will act as a mediator in this process, and will end the session with a summary of the important points. Panel Discussion sessions will be 90 minutes in length. Panel Discussion submissions should contain one overall abstract and contact information for each participant.

**Clinical Round Tables** will include discussions by informed individuals on an important clinical topic. These are organized by a Moderator and have between three and six Panelists who bring different experience and attitudes to the subject matter. Clinical Round Table submissions must contain one overall abstract and contact information for each participant. It will run 90 minutes.

**Individual Open Papers** should report on the data of a theoretically driven research or project. Each individual paper will consist of 15 minute presentation plus 3 minutes for questions and answers. Time should be allocated equally between a theoretically driven introduction, methodology and results, and discussion/conclusions. The Scientific Program Committee will group individual submissions into open paper symposia of 4-5 papers focusing to a central topic. Submissions to present an individual oral presentation will require an abstract in an obligatory format.

Through **Posters**, authors will present graphic representations of their new research findings, important ongoing research, or interesting clinical cases. Student/trainee awards will be given to three exemplary posters

**In-Congress Workshops** will cover concerns of the practitioner/trainer/researcher. These formats provide both interaction and discussion between presenters and participants on practical application of theory and techniques related to particular topic areas. These are either 1,5 hours; or half-day (3-hours) and full-day (6-hours), and are generally limited to 30 participants.