Abstract & Poster Submission Guidelines

Please read carefully the abstract submission guidelines to ensure that you submit your abstract in the appropriate way.

After the abstract submission, our Scientific Committee will evaluate the abstract and the first author will be informed by e-mail about the evaluation. The acceptance of the scientific abstracts is based on the marks given by at least two reviewers. All accepted and presented abstracts will be included in the official Book of Abstracts. You can present the research in a PowerPoint presentation or via poster.

If you have any questions, please feel free to contact us via our email address info@practicalknowledgeforstudents.com and we will respond as quickly as we can.

Calendar

20th January 2019 - Online abstract submission opens

1st March 2019, **23:59 CET** - Abstract submission closes. Abstracts received after the deadline will not be accepted.

4th – 8th March 2019 - Accepted abstract presenter registration via website www.practicalknowledgeforstudents.com, i.e. the registration form.

20th March 2019, 23:59 CET - Deadline for abstract withdrawals, PowerPoint presentation sending

Submission requirements

The work in the abstract should not be presented nor appear in another format at any international meeting before Practical Knowledge for Students 2019. Each presenter may submit no more than 3 regular abstracts and 2 case reports.

If the abstract is accepted, the author commits him/herself to present the work at the upcoming Practical Knowledge for Students Congress.

CONFLICT OF INTEREST

Any abstract presenter, who takes part in an abstract presentation session, must declare the existence of any relationship or arrangement, direct or indirect that could be reasonably considered to affect the content of their presentation. Individuals who declare a 'Conflict of Interest' at the time of submission should also disclose this to the audience at the beginning of their presentation and make mention of it on their poster.

ETHICAL RESEARCH DECLARATION

All abstracts submitted must adhere to the Declaration of Helsinki's ethical principles for medical research involving human subjects. This requires that all research (clinical or experimental in humans or animals) must have approval or an exemption from a suitable Institutional Review Board (IRB), Independent Ethics Committee (IEC) or Ethical Review Board (ERB).

Abstract form

Before writing your abstract, please take a look at our **abstract example** (.....) to see the basic concept and fonts used and apply them to your abstract.

Abstracts regarding non-case reports presented should contain concise statements of:

• **Background and Goal of Study**: Indicate the purpose and objective of the research; clearly state the hypothesis that was tested by study or the observations that were sought.

• **Materials and Methods**: Describe methods that you used. Standard methods need only be named, but uncommon or new methods may need a more detailed description. The reader must understand how the data were generated. Indicate how the data were analysed and which statistical tests were used.

• **Results and Discussion**: Present as clearly and detailed as possible the findings and outcome of the study in a summarised form. Abstracts need only short discussions. Focus on what can be concluded from the data and explain them in a simple way. Avoid any speculations.

• **Conclusion**(s): Give a simple answer to the hypothesis in the light of the new data from your study. You may wish to suggest what needs to be studied next. The conclusion must be justified by your data.

• **References** (optional): Include up to three references, numbered according to order of occurrence in the text, with the corresponding number in the text.

• **Acknowledgements** (optional): Include any acknowledgement you wish to make.

The Case Report abstract has to consist of 3 parts: background, case report, conclusions.

ABSTRACT DETAILS

Language

All abstracts must be written in English. Please write as simply as possible and avoid language mistakes.

Submission process

Abstracts can only be submitted online via the web page www.practicalknowledgeforstudents.com , i.e. the abstract submission form**.**

Number of Authors

Up to 6 authors (abstract presenter + 5 co-authors) for an abstract are allowed. The authors will be published in the same order as submitted. The presenting author will be the contact author. The presenter's full name and professional address data have to be entered. The affiliation of all authors must be entered.

Length

The abstract title is limited to 300 characters and the abstract text should not exceed 2500 characters including spaces. Author names and affiliations are not part of the abstract text and are not counted in the 2500 characters limit.

Font and spelling

Use a standard font (Arial) with the font size set at 10 for the abstract body and 16 for the title. Any errors in spelling, grammar or scientific fact will be reproduced as typed by the author due to the author's responsibility to submit a correct abstract.

Images and graphs

Images, graphs or illustrations are not allowed in the abstract.

PowerPoint presentation

Presenting time: 7-10 minutes

Make your presentation attractive and concise referring to your research so the audience can enjoy it.

All presentations must be checked before the presentation by the Scientific Committee and be approved. If your abstract is accepted, you will be asked to send the presentation on review till the 20th March 2019.

Poster

Poster dimensions: A0, Portrait orientation

Presenting time: 7-10 minutes

Every poster should be written in correct and formal English language, keep the text at a minimum and have:

- Title and name of the authors
- Abstract
- Introduction
- Materials & Methods
- Results (highlight the most important result, use graphs rather than tables)
- Conclusion (4–5 summary statements)

Remember to make your poster visually attractive!