

# 14th Annual Medical Symposium 2016

## GUIDELINES FOR ABSTRACT SUBMISSION

### Scientific Papers (Original Work)

1. Indicate whether you wish your paper to be considered for **oral presentation, poster presentation** or any of them.
2. Then mention the title of the paper confine to a maximum of 25 words.
3. Mention the names of Authors (*Surname first, followed by the first names e.g. Khan, Imran Ahmed*). underline the name of the presenting author.
4. Then mention the institution where the work has been performed (Institution name, City, Country).
5. Construct the body of abstract under the following headings: background, aims, patients and methods, results, conclusion.
6. Confine the body of the abstract to not more than 250 words.
7. Do not include any tables, graphics, charts or figures etc in the abstract.
8. Statements like "Results will be discussed in the presentation" are not allowed. ALL main findings and results should be mentioned in the abstract.
9. Published papers are not allowed to be submitted / presented. However, presentations made in other regional, national and international meetings can be submitted for this symposium. Likewise, any papers submitted to a journal but not yet published will be considered.

### Case Reports:

Report of unusual and interesting case will also be accepted for poster presentation, and exceptionally for oral presentation. Please follow steps 1-4 as above. Then describe the reasons for presenting your case under the heading of "**Introduction**". Describe briefly your case under the heading of "**Case Report**." These steps should not go beyond 100 words. Steps 7 – 9 above are applicable here also.

### Guidelines for presentations of accepted papers. (Authors of all accepted papers must get themselves registered for the symposium)

**ORAL:** TIME ALLOWED : 8 MINUTES

**Q&A :** TIME ALLOWED : 2 MINUTES

### MODE OF PRESENTATION:

- MULTI MEDIA (POWER POINT) **ONLY**

Please back up your presentation slides on at least 2 separate tools (**Memory Sticks/flash drives, CD etc**) and bring both presentation modes with you to the symposium. Please check with our IT team *before* bringing it over, if your presentation is in an unusual format.

## **POSTER:**

- SPACE AVAILABLE: **3 FEET WIDE X 4 FEET LONG (MAXIMUM)**  
(Print on font size 16 or larger so it can be read from a distance of 3 ft.)
- All submitted abstracts will be published in the "Abstract Book", and may also be published in the Scientific Journal *Journal of Muhammad Medical College*.
- If you may need any further information, please contact [symposiumregistration2016@mmc.edu.pk](mailto:symposiumregistration2016@mmc.edu.pk)
- Submit all abstracts to [symposiumregistration2016@mmc.edu.pk](mailto:symposiumregistration2016@mmc.edu.pk) (online version).

All postal submissions should be sent to:

**Dr. Shamsul Arfeen Khan**

Symposium Secretariat,  
Muhammad Medical College & Hospital,  
Mirpurkhas 69000,  
Sindh, Pakistan

Although all possible technical support will be provided, **NO** financial assistance in travelling, boarding, lodging, preparing presentations etc will be provided by the College.