# ABSTRACT SUBMISSION GUIDELINES

## SUBMISSION METHOD

- All abstracts must be submitted via e-mail to cristina.freitas@byms.pt.
- Authors will be notified about the delivery of their abstract by e-mail until 48 hours after. In case you will not receive confirmation within 48 hours, please contact the secretariat.
- First author needs to be registered on the Congress on the moment of submission.
- All correspondence concerning the abstract will be sent to submitting author's e-mail address.
- Submission Deadline – **15th August 2021.**
- Acceptance will be notified by 31st August.

## ABSTRACT

- In this proposal we are offering two possibilities - free oral communications and e-posters (case reports or small series).
- The best abstracts of the oral will be selected to present live.
- The best oral presentation will be offered the prize (Evi Kalodiki) (certificate + Brasil free registration).
- All the other abstracts will be offered the possibility to record the presentation and be available at the congress website.
- The best e-poster will be offered the prize (only the certificate).

## ABSTRACT LAYOUT

- Abstracts have to be written in English.
- Abstracts must be submitted as a **Word document.**
- Abstract title should avoid abbreviations and be under 200 characters.
- Intended podium speaker should be underlined.
- Submit initials of the given name(s) and the full family name. Do not include degrees or professional titles.
- Institution should be stated, and authors annotated with footnote reference.
- Intended podium speaker cannot be changed after acceptance.
- Abstract text should not exceed **350 words** (a figure = 50 words).
- Original studies should have uniform structure (Background, Materials and Methods, Results and Conclusion – these titles should be type in bold).
- The structure of Case reports and Review presentations is free, but otherwise they should fulfil all abstract instructions.
- Abstracts can refer to innovation in technology in a defined clinical context but should not contain logos, brand or device names.