

# Call for Abstracts for IACTA 2017

Free Paper & E-Poster Presentation

Last date for abstract submission is **31st December 2016**

## **Guidelines and general information for abstract submission**

Last date of Abstracts Submission for free paper/poster: **15th January 2016**

Abstract should be submitted only at IACTA secretariat according to the guidelines given below.

Abstracts of papers on topics relevant to the cardiothoracic and vascular Anaesthesia and related areas are invited from those who want to present papers and posters at the conference.

### **1. AUTHOR NAME (S)**

The name of the primary/presenting author should be underlined and indicated.

Affiliation details: department, institution / hospital, city, state (if relevant), country.

### **2. PRESENTING AUTHOR'S CONTACT DETAILS:**

Email address

Full postal address

Daytime and evening phone number

### **3. PRESENTATION TYPE – PLEASE CHOOSE FROM ONE OF THE FOLLOWING:**

Poster presentation

Oral presentation

### **4. WORD LIMIT**

The abstracts should be within 300 words (maximum half A-4 size page) and the entire submission must fit on a single page. (Please Note: Word count is affected when graphs/tables/images are added)

### **5. FONT TYPE**

Abstracts should be prepared in **Microsoft Word Arial**, 12 point with single line spacing, typeface, with the title in boldface.

### **6. FOR ORAL PRESENTATIONS:**

If combining video films with PowerPoint-

**Please note that the Conference computers in the session halls are being supplied with Windows 7 and Office 2010.**

**Insert pictures as JPG files (and not TIF, PNG or PICT - these images will not be visible on a PowerPoint based PC).**

**Use a common movie format, such as AVI, MPG and WMV (MOV files from QuickTime will not be visible on a PowerPoint based PC).**

**Researchers are allowed to submit more than one abstract as presenting author.**

## 7. TABLES

Abstract should not include tables. The final oral & E-poster presentation at the conference venue may include maximum of 3 tables of up to 10 rows x 10 columns.

## 8. GRAPHS AND IMAGES

It is important to note that each image included in the abstract is worth 30 words. A maximum of 3 images can be included per abstract.

9. It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact will be reproduced as typed by the author.

## 10. ABSTRACT DRAFT AND DEADLINE

Please note that abstracts must be SUBMITTED before the deadline in order to be sent to review for inclusion in the Scientific Program. Last date for submission of abstract is **31st December 2016** and Notification of acceptance of abstracts submitted will be sent by e-mail to the presenting or corresponding authors by **15th January 2017**. In case of clarifications, please contact the abstract team at - [iacta2017pune@gmail.com](mailto:iacta2017pune@gmail.com).

## 11. ABSTRACT TITLE

The abstract should have a short, specific title (containing no abbreviations) that indicates the nature of the investigation. Title should be in boldface font. The title should not exceed 20 words in UPPER CASE only.

Abstract Text

a. Abstracts should be structured and organized to include the following:

**Background/rationale:** Indicate the purpose and objective of the research, the hypothesis that was tested or a description of the problem being analyzed or evaluated.

**Methods:** describe the setting/location for the study, study design, study population, data collection and methods of analysis used.

**Results:** present as clearly and detailed as possible the findings/outcome of the study, with specific results in summarized form. Inclusion of gender breakdown of data is strongly encouraged.

**Findings or Conclusion:** briefly discuss the data and main outcome of the study.

b. Do not begin sentences with numerals.

c. Standard abbreviations may be used without definition. **Nonstandard abbreviations (kept to a minimum) must be placed in parentheses after the first use of the word or phrase abbreviated.**

Please note : Graphs/tables/images are not to be included in the abstract.

## 12. TYPE OF STUDY:

Both case studies and original research may be presented for posters and/or free papers. However, for free papers greater weightage will be given for original research study.

## 13. INSTRUCTIONS FOR THE PREPARATION OF POSTERS:

The dimensions of the poster should not exceed **90 cm wide x 120 cm high**.

Allocate the top of the poster for the title and authors as stated on the submitted abstract.

The text, illustrations, etc. should be bold enough to be read from a distance of two meters (six feet).

Tacks and technical equipment will be available for the mounting of posters.

Exact location will be intimated at the conference reception.

Also those posters are to be put up at **10 am on 17 February 2017** and removed at **12 noon on 19 February 2017**.

### Declaration of Consent to Publication and Assignment of Copyright

In case of latter, have a box in the abstract submission page on the website which states the following:

The Study was conducted according to the protocol approved by the institutional or local committee on ethics in human participation.

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.

Submission of the abstract constitutes my consent to publication (e.g. congress website, and programs).

Instruction for the preparation of E-posters

Last date for submission of poster is **31st December 2016**

The mode of poster presentation in IACTA 2017 will be in digital format (E-poster)

An E-poster is an electronic version of the traditional boards, and is displayed on a monitor screen using Power Point slides. E-poster may include slides. E-poster may include text, figures, tables and images. Please do not include videos and animations.

Selected E-poster can be viewed by the delegates at designated time during the conference using the computers located at the E-poster display area. A time slot will be allotted for each poster presenter to interact with the panel of judges during evaluation.

E-posters should consist of a maximum of 9 Microsoft PowerPoint slides. The slides include Title, Introduction, Material and Methods, Discussion and Conclusion.

Instruction for preparation of E-posters

- Use Arial Font.
- Fonts should not be smaller than 24 points.
- First slide should show the title, name of presenter/s, college/hospital.

Researchers are allowed to submit more than one abstract as presenting author.

Instructions for oral presentations

When combining video films with PowerPoint for oral presentation, please note the following points.

- The conference computers in the session halls are being supplied with windows 7 and office 2010
- Insert pictures as JPG files and not as TIFF, PNG or PICT - these images will not be visible on a PowerPoint based PC.
- Use a common movie format, such as MPG and WMV (MOV files from Quick Time will not be visible on a PowerPoint based PC)