INSTRUCTIONS TO AUTHORS

Instructions to authors on submission of abstracts for the International Research Conference for Medical Undergraduates (IRC Medicos) 2024.

Submission of Student research abstracts:

1. Formatting of the abstract:
   i. The document must be typed in Times New Roman, font size 12, with single spacing. The text of the abstract must begin without indentation and there should be no space between paragraphs.

   ii. Title: The first line of the abstract should include the title in bold UPPERCASE letters.

   iii. Author names: The second line of the abstract should include the authors' surnames followed by their initials. Do not use prefixes e.g. Prof, Dr, Mr or Mrs. Do not include designation of author e.g. medical officer or consultant.

   iv. The name of the presenting author should be underlined.
   v. The line immediately after author names should state author affiliations.

   Please use superscript numbers after each name to link the author with his/her relevantaffiliation/s.

2. Abstract Text:

i. The text of the abstracts should be a maximum of **300 words**. The word count

should be indicated at the end of the abstract.

ii. Abstracts should be structured as follows: Background, Objectives, Methods (including statistical methods where relevant), Results and Conclusions.

3. If the work has been previously presented or published in part, this must be stated clearly in the email with the abstract.
4. The abstracts will be reviewed anonymously by referees and the outcome will be communicated to the corresponding author.
5. Mode of presenting the abstracts, virtual or in person will be communicated in due course. All deadlines must be strictly adhered to when submitting the abstract
6. Delayed submissions will not be considered for acceptance.
7. If a submission is accepted for an oral or a poster presentation, the presenting

author must confirm the intention to present by registering for the academic

sessions. Registration of all authors is preferred.

8. Authors may withdraw their entries within 05 days of the notice of acceptance.
9. Withdrawn submissions will not be included in the academic programme or the

abstract book.

10. All participants who request to withdraw their abstracts after the 5 days of acceptance notice and/or don't show up on the day of the event to present their research outputs will be black-listed and prevented from participating in future events.
11. A digital copy of the abstract should be emailed to ircmedicos@kdu.ac.lk
12. The topic of the abstract should be stated in the subject column of the email.
13. Submission Deadline: All abstracts must be sent via email by **17.03.2024**.
14. Abstracts should be accompanied by an ethical clearance if the nature of the study

requires such clearance.

15. A reference number will be allocated to each submission which must be quoted in

all further communications.

16. Please include a word document with the following details of <u>each</u> author:
    1. Name
    2. Surname
    3. E-mail
    4. Country
    5. Organization: (Name of the University)