



Respiratory Conference

Poster and Oral Presentation Competition

ABSTRACT SUBMISSION DEADLINE: FRIDAY 10 JANUARY 2025

ABSTRACTS SHOULD BE EMAILED TO: karen.ross@rcpsg.ac.uk

We are now inviting abstracts for our Respiratory Conference poster and oral presentation competition. All abstract submissions will be reviewed by our committee, with the top submissions being selected for a short **oral presentation**. All other accepted abstracts will be displayed on a **digital showcase**.

Please note that the poster competition is only open to applicants who attend the event (either face to face or digitally). ***If your abstract is accepted, at least one author will require to register for the Conference.***

Guidelines for abstract submission are detailed below:

- Abstracts should be a maximum of 300 words with no more than 1 table included
- Submissions must be typed, single spaced on one page with font of at least 11
- Give the initials and the last name of every author, but omit title, degree and position
- The person presenting the paper should have their name mentioned first and underlined
- Indicate the name and address of the institution where the work was carried out on a separate covering page.
This should not be referenced in the body of the abstract
- The author's email address, telephone number and address should also be included in the covering page
- All abstracts including patients' case histories should have approval from the relevant ethics committee (if appropriate) and informed consent from participants
- Avoid duplication of abstracts using the same data unless they are substantially different

Lay out as follows:

- Title *This should not contain the name of an institution or geographical region*
- Author *Only authors who have made a substantial contribution to the work should be included*
- Institution *This should contain the department and institution and should not appear elsewhere*
- Text
- References *A maximum of 2, given in Vancouver style*

The text should be arranged as below without the use of subtitles:

- Aim/Objectives
- Methods
- Results
- Conclusions (it is not acceptable to state "results will be discussed")
 - A conclusion is required for all types of presentations, including case reports

Use standard abbreviations:

- Place abbreviations in parentheses after the full word the first time it appears
- Very common abbreviations do not need to be defined but they should be in general use across all specialities
- Please use generic names of drugs
- Proprietary name may be put in parentheses

References (no more than 2) should be listed numerically in the text e.g. (1) (2) and then placed at the bottom of the text using Vancouver format. Do not use a separate heading for references.

Abstracts that do not meet the above requirements will not be accepted. Modification of abstracts will not be possible after the deadline.

For the authors who are chosen to present, please ensure that your poster is landscape, with dimensions 16:9 and that the image/file or PDF is of high quality. Posters may contain logos of institutions.

