**Sri Lanka College of Cardiology – Annual Academic Sessions**

**2024 Submission Form for Free Paper / Poster**

**Please fill and save as word document (In MS Word 2007 or above) with first author surname as filename**. A single image of 8 x 8 cm (300 dpi resolution) can be submitted in JPEG format. Please ensure that image file also has the

first author surname as its file name.

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| **Title of Abstract [max 25 words]** |  |
| **Preferred mode (Please type ORAL or POSTER)** |  |
| **Type of Manuscript (Original article/ Case report/ Case series etc.)** |  |

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| **Abstract (max 300 words)** |  |

Note: Salutation can be Prof. / Dr. / Mr. / Mrs./ Miss. / Ms. Etc.

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| **First (Presenting) Author** |  |
| Salutation |  |
| Surname |  |
| Initials |  |
| Designation |  |
| Institution |  |
| Correspondence Address |  |
| Country |  |
| **Email** |  |
| **Telephone** |  |

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| **Second Author** |  |
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| Initials |  |
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| **Third author** |  |
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| **Fourth Author** |  |
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| **Fifth Author** |  |
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| Surname |  |
| Initials |  |
| Designation |  |
| Institution |  |
| Correspondence Address |  |
| Country |  |
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1. The submissions will be reviewed and selected by the academic committee of the conference.

2. Title and abstract will be published in the conference book ***as given****.* Ensure correct wording - grammar, spellings, and content.

3. **A maximum of five authors** shall be allowed for a given entry. Naming style will be as per NIH (PUBMED) format.

4. A single color / black and white image can be published alongside the abstract. Max size 10 x 10 cm, 300 dpi resolution. (Please email the file along with the submission form). The academic committee reserves the right to decide on publishing the image.

5. For free papers, a time slot of 6 minutes will be allocated for presentation and will follow with 2 - 3 minutes of

Questions and Answers. (The exact time and venue will be notified later). Alternatively, due to the current pandemic situation, this could be a virtual presentation -Specifications will be given in due course.

6. For posters, there will be a designated time and venue for poster display. First author is expected to be available for Q & A during this period. The abstract will be published in the conference book.

7. Presentations must be in Microsoft PowerPoint format and must be handed over to the SLCC office and be forwarded to our media team at least 48 Hrs prior to the presentation.

8. Poster size is 36 x 48 inches, and the authors are responsible for printing and transportation. The conference will only provide display space. (We do not need to see the poster in advance). Alternatively, due to the current pandemic situation, this could be a virtual/ E poster – Specifications will be given in due course.

9. Presenters are expected to read and abide by the presenter - rules as given in our website <https://www.slcc.lk/>

10. Authors assume copyright of their material, but the SLCC assumes a non -exclusive right to reproduce these

materials in an academic context (e.g., conference book, website archive)

11. The decision of the academic committee regarding the submission shall be final and will be emailed to the first author.

12. Preference will be given to those who have already got ethical approval, where applicable.

**13. I agree with the abvove terms and here by confirm that this is an original work of ours and hereby submit for consideration as a free paper to be presented at the Annual Academic Sessions of the Sir Lanka College of Cardiology - 2024**

**Complete Name of Presenting (First) Author [ Surname + Initials] :**

**Date:** *(No handwritten signature necessary)*

Email this document (and image file if necessary) to editor@slcc.lk

**Please ensure that you name all documents in first authors’ surname (e.g., smith.docx and smith.jpg if the first authors surname was Smith)**