

TERMS AND CONDITIONS OF THE MASTER CLASS / e-POSTER SESSION 6th IMSPC*

I I. SUBMISSION

II **1.** The condition for participation in the Master Class/Poster Session is a positive review of the submitted abstract, registration of the presenting author and payment of the conference participation fee.

III **2.** The Master Class/e-Poster Session accepts original and casuistic as well as meta-analyses of research findings.

Work should be prepared in the English language. Presentation of work in the Master Class/Poster Session takes place in the English language only. Each participant can submit up to 2 proposals.

3. Abstracts (MS Word file, pages file) should be sent by e-mail to **m.sp.poster@wsm.opole.pl**, topic "Master Class/e-Poster Session 5thIMSPC", with the following layout:

- name;
- authors (full name and surname of the author / co-author / co-authors);
- the representative (full name);
- e-mail and telephone number of representative;
- institution (full name of the institution to the author and each of the co-authors are affiliated, city, country);
- keywords (maximum 6 words);); keywords should be taken from the Medical Subject Headings 2018 catalogue, available at: <https://meshb.nlm.nih.gov/search>
- summary (broken down into 5 parts: introduction, aim, material and methods, results and conclusions); please do not include citations, figures, drawings and photographs in the abstract.
- abstracts should be written in Times New Roman 12 pt. font, using single line spacing

The length of the abstract (not including the title, author/ co-author / co-authors names and affiliations) must not exceed 2200 characters (with spaces) or 300 words.

4. Abstracts sent later or to a different e-mail than specified above will not be accepted.

5. Abstract submission assumes permission to present the work from all co-authors and the facility director from where the work originates. In addition, the author submitting the abstract is obliged to send, together with the text, a completed and signed consent for the publication of the abstract in the post-conference book of abstracts. This consent should be signed by all co-authors of the work on one page.

6. Authors whose submissions receive a positive review of the e-Poster Session Jury and are qualified for presentation during the Master Class/e-Poster

Session of the Conference will be notified by the organisers via e-mail no later than 30 April 2018.

7. Papers based on presentations with the highest scores (Master-Class/e-Poster Session) will be published in subsequent issues of Medical Science Pulse (MNiSW list B – 6 points; IC 100.00). The condition for the publication is that the authors send full-text works to the editorial panel of the quarterly Medical Science Pulse and obtain two positive reviews.

8. For the presentation of the work during the Congress, the author is awarded 15 educational points.

9. Submitting the summary is simultaneously an agreement by the authors to respect the Terms and Conditions.

I **II. MASTER CLASS/ e-POSTER EXHIBITION**

1. Authors of selected works are obliged to prepare:

a) in the case of Master Class: 1 slide (.ppt, landscape orientation) with the main assumption of the work, purpose, methodology, results and conclusions; the content should be written in English.

b) in the case of e-Poster Session: a legible e-poster with the target size of 70 x 100 cm (vertical orientation) in the .ppt and .jpg format

- the poster should be sent in the form of 1 slide
- the content should be written in English.
- minimum font size 8 pt. (but it is recommended to use as large as possible)
- portrait layout using a 9:16 ratio
- recommended resolution 1080/1920

2. Oral presentations (Master-Class) will take place on the first day of the Conference.

3. The exhibition of posters will be carried out throughout the entire Conference. Discussions regarding the presented works are scheduled on the second day of the Conference. All e-poster authors are required to participate in the discussion.

4. Authors of all oral presentations during the Master Class Session will receive a diploma stating the authors, the title of the work and the place won.

5. The authors of the three best e-posters will receive a diploma stating the authors, the title of the work and the place won.

6. The Conference organiser reserves the right to change the dates of the e-Poster/Master Class Sessions.

** The organiser reserves the right to amend the Terms and Conditions of the e-Poster Session*