GUIDELINES TO AUTHORS ON SUBMISSION OF ABSTRACTS

The presentations will be in the format of oral or poster presentations. Abstracts for oral presentations will be selected only from the case reports/case series or research activities in histo/cytopathology related to gynae and breast pathology. Abstracts for poster presentations will be selected from case reports/case series or research activities in any area in histo/cytopathology. The abstracts should conform to the following requirements.

1. The presenting author is required to register once the abstract has been accepted by the committee. Underline the name of the presenting author. The corresponding author should sign the abstract form.

2. Please use the abstract submission form. Begin the text of the abstract without indentation using double spacing. Use A4 sized papers with margins at 30mm all round. Five copies should be submitted (the original and four clear photocopies are acceptable) with a soft copy. Please ensure that abstracts do not include graphs, tables or references.

3. The abstracts will be reviewed anonymously by referees. The corresponding author will be informed of the results on or before 31st of July 2016.

4. All abstracts should reach the secretaries, College of Pathologists of Sri Lanka before 15.00Hr on 15th of June 2016. Late entries will not be accepted.

5. The title of the abstract should be brief but adequately descriptive. The College of Pathologists reserves the right to modify the title where necessary.

6. Author’s surname should be preceded by the initial(s) or forename(s), but not by prefix such as Mr, Dr or Professor. The institution(s) where the work was performed should be stated. The names of authors and place of work should be mentioned on the original and on one copy. The names of the authors and place of work should not appear on other three copies. (These three copies will be sent for anonymous review)

7. The abstract should also be submitted to the college as an attachment (the college email address is colpathsl@yahoo.com).

8. The text of the abstract should not exceed 250 words. It should be structured as follows in case /case series presentation:
   a. Introduction
   b. Case report (Clinical history, Gross Pathology, Microscopic Pathology)
   c. Discussion
   d. Comments/Conclusions

OR in case of research

a. Objectives
b. Methodology (Design, setting and method (including statistical methods where relevant)
c. Results
d. Discussion
e. Conclusions
9. Presenting authors are requested to refer to the abstract papers for case reports in a recent issue of the CMJ, BMJ or Annals of Internal Medicine for further guidance on writing abstracts.

10. The authors should take the public responsibility for the case studies and the contents reported.

11. If the work has been previously presented or published in whole or part this should be stated clearly in the abstract. This does not disqualify an abstract but must be stated when submitting the paper.

12. Acknowledgements in the abstract should be confined to citing similar presentations/publications.

13. The College reserves the right to make alterations and to edit text to improve presentation.

14. Abstracts not conforming to the above instructions will be rejected. Accepted abstract will be published in the book of abstracts.

15. All “intervention” research studies should be supported by a photocopy of a letter granting approval from an acceptable Ethical Review Committee (ERC) obtained before healthy volunteers or patients were recruited for the study. “Intervention” studies on human participants are those involving trials of new treatment (medical, surgical, dietary, physical, rehabilitation etc); withholding or modifying accepted treatment, or anonymous self administered /face-to-face interviews on health or health related matters for purposes of research. In addition to ERC approval, the study guarantors should certify that voluntary informed consent was obtained from all participants (or their guardians in cases of studies involving minors, institutionalized people etc), in cases of studies. Abstracts of “intervention” studies not conforming to these ethical criteria will be rejected.

16. The abstracts forwarded will be considered for presentation after assessment by the College.

For further details please contact:
The Secretaries of the College of Pathologists of Sri Lanka
No 6, Wijerama Mawatha, Colombo 7.
Email: colpathsl@yahoo.com
Tel: 94112685088

Secretaries: Dr. Champika Rathnayake – Tel. 071 1184354
Dr. Udani Kiriwandiya – Tel. 071 8 515202