



**9th International Conference College of
Pathologists of Sri Lanka and
The Sri Lankan British School of
Pathology
17th to 19th October 2024
Colombo, Sri Lanka**

Guidelines to Authors for Abstract Preparation and Submission

The presentations will be in the format of oral or poster. Abstracts should be on case reports/case series or research activities in Histopathology/Cytopathology or pathogenesis related areas. The abstracts should conform to the following requirements.

Preparation of abstracts:

1. The abstract in its final form must be written in English, using MS Word 2003 or 2007.

Format

- Paper size A4
- Margins 30 mm all around
- Font Times New Roman
- Line space Double

Figures, tables and references should not be included in the abstract.

2. The word limit: the text of the abstract should **not exceed 250 words (excluding heading and subheadings)**.
3. The abstract should contain the following

Title: should be brief but adequately reflect the scientific content of the abstract. The letters should be **bold uppercase and font size 12, Center aligned**. The Editorial Committee of the College of Pathologists reserves the right to modify the title when necessary.

Names of Authors: should be in **font size 11, bold, lowercase letters** (except initials and the first letter of the name/s) and **center aligned**. Initials (each initial should be followed by a full-stop and a space). Prefix such as Mr, Dr or Professor should not be included. Presenter's name should be underlined and the corresponding author's name should be indicated by an asterisk at the end of the name. One line space should be left between the name/s and affiliation/s.

Affiliation of Authors: should be in **font size 11, italics, lowercase letters** (with uppercase letters where necessary) and **center aligned**. If the work has been carried out in several Institutions/Departments, the addresses should be numbered using a superscript at the beginning of each address and the respective author should be marked using a superscript at the end of the author's name. The e-mail address of the

corresponding author should be indicated at the end of the affiliations. A two-line space should be left between affiliations and the body of the text.

Text:

Research abstract should be structured as,

Introduction and Objectives

Methodology (Design, setting, method and statistical methods where relevant)

Results

Discussion

Conclusions

Case/ case series should be

structured as, Introduction

Case report (Clinical history, gross and microscopic Pathology)

Discussion

Comments/Conclusions

Acknowledgements: should be confined to citing grants or funds utilized for the study in a single sentence in *italics*. One line space should be left between the text and the acknowledgement.

Keywords: Maximum of 5 keywords should be included after a sub-title, 'Keywords:' at the end of the abstract. One line space should be left above the keywords.

Spelling: British spelling must be used throughout the text.

Abbreviations: Should be cited in full at first occurrence except for standard abbreviations.

Non-English and Technical Terms: Should be in italics.

Units: International System of Units (SI) should be used and a space must be left between the figure and the unit (eg.25 cm).

Submission of abstracts:

- The soft copies of the following documents should be submitted to the given e mail on or before **31st May 2024**.
 1. Abstract with author names and affiliations
 2. Abstract without author names and affiliations
 3. Abstract submission form
- Email address for abstract submission: iconsl2024@gmail.com
- When more than one abstract is submitted by one corresponding author, each should be submitted separately (not in one e mail).
- Subject of the email should be named with the name of the first author followed by the abstract number. (e.g. Amarasooriya GN. Abstract 1).

- Late entries and abstracts submitted to emails addresses other than the above address and those not following the recommended format will not be accepted.
- One hard copy of the abstract with the filled submission form should be sent via post or handed over to the College office.

Abstracts review and selection:

- Abstracts not conforming to the above instructions will be rejected without review.
- The abstracts conforming to guidelines will be reviewed anonymously by referees.
- All correspondence with regard to revision of abstracts will be with the corresponding author via e mail.
- The Scientific Committee reserves the right to make alterations and to edit text to standardize/ improve the abstract.

The presenting author is required to register once the abstract has been accepted. If not the abstracts will not be printed in the proceedings book.

Ethical considerations

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

If the work has been previously presented or published in whole or part this should be stated in the abstract submission form. This does not disqualify an abstract.

The details of ethical clearance granted (the granting agency and the number) should be supplied in the submission form for research projects which require ethical clearance. For clinical trials, the clinical registry details should be submitted. Editorial Committee has the right to reject the abstracts not conforming to these requirements.

For further details please contact:

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