

INFERTILITY AND REPRODUCTIVE HEALTH SCIENTIFIC CONFERENCE 13-14 OCTOBER 2017

ABSTRACT SUBMISSION GUIDELINES

ABSTRACT SUBMISSION DEADLINE IS MIDNIGHT OF 31st AUGUST 2017

Who can submit abstracts?

ANY DELEGATE who has registered and paid their registration fee in full. Submissions will be accepted in English only. All submissions are subject to a pre-selection process. If accepted, the author(s) give the Abstract Submission Committee for this Scientific Conference permission to publish the contents of the abstract on the Sidra Events Webpage.

What subject matter of abstracts should be submitted?

We will consider submissions on a wide range of Scientific material that covers all aspects of women's Health as well as Neonatology but preferably on Infertility and reproductive health.

Why submit an abstract?

If accepted, knowledge translation of your findings to clinicians and researchers would be facilitated, you may be eligible for an award, and a list of accepted abstracts with author names will be published in the Sidra Medical and Research Center Events webpage.

Types/Categories of Presentations:

Oral

10 minute PowerPoint presentation (8 minute presentation with 2 minute question/answer period)
Note: Only 25-30% of all oral submissions will receive a time slot with the remainder of accepted abstracts redirected to posters, if requested.

E-Poster

- dedicated poster viewing time in the Exhibit hall within the program schedule
- great platform for one on one discussion with delegates
- longer exposure than with oral/video presentations
- Instructions and E-poster template will be sent out to authors whose abstracts are accepted for E-Poster presentation

Video

- demonstrates techniques or procedures that are often time-consuming or difficult to explain
- must not be longer than 8 minutes with titles and a spoken narrative

Terms and conditions:

- All accepted presenters must register for the Conference and pay the registration fees by Midnight (Qatar time) on 31st August 2017. Submitters will be notified of the results of their submission by 30th August 2017.
- Note that all submitted abstracts for oral, E-poster or video presentations are subject to an anonymous peer-review process;
- All submission must be made by email to vboama@sidra.org.

- More than one abstract may be submitted per author
- Abstract should be submitted and/or presented in English.

Guidelines for oral and poster submissions:

- Your oral or poster abstract submission must not contain more than 250 words (excluding the title and authors) and **MUST NOT HAVE ANY GRAPHS/TABLES**. If your abstract is chosen, only then can graphs/tables be used during the presentation;
- The Conference abstract supplement will be reproduced directly from the electronic abstracts, therefore, ensure your submission is exactly the way you want it to appear in print;
- **Oral and Poster submission content:**
 - **Title:** should be brief and clearly indicate the nature of the presentation;
 - **Objective(s):** state the study purpose in a concise manner;
 - **Study methods:** indicate the type of location without naming the institution to facilitate anonymous/unbiased peer review (i.e.: community hospital, tertiary care centre, outpatient setting, etc ...), number and type of human subjects, nonhuman species or material being studied, the principal test(s) performed, and the type(s) of statistical analysis if appropriate;
 - **Results:** confirm or refute the hypothesis, supported by statistics if appropriate. **NO TABLES OR GRAPHS PLEASE;**
 - **Conclusion(s):** state the effect of the study on patient management, the scientific or clinical significance of the work, or the way in which we teach students or patients.

Guidelines for video submissions

- Hospital protocol for video recording with patient permission or equivalent must have been followed
- All video presentation must be edited and narrated on the audio track in English
- Productions must not be longer than 8 minutes with titles and a spoken narrative
- The video file size cannot exceed 350 MB and must play in one of the following video players: Window Media Player, Real Player, or Quick Time Player
- The video cannot be promotional or commercial in nature
- In addition to the video, the submitter is also required to write a summary of the video that is no more than 150 words
- Once the Abstract submission form is completed, the submitter will receive instructions on how to upload the video to the Sidra Events server (must be uploaded within 48 hours of completing the online submission form)

Review and judging process

Each abstract submission is anonymized and sent to 3 separate reviewers based on their field of expertise. The best of three abstracts, one each from the various types of submissions are selected based on the top scores in each category eligible for awards. Oral abstracts that are not assigned oral presentation time slots may be redirected to posters, if requested on their submission form. The same process is true of poster submissions, the top scores are assigned board allocation. Abstracts will be declined if they are judged to be of low quality.

The best of three abstracts are judged onsite during the Conference. The winners in each type/category that are eligible for an award are determined by the highest scores from the onsite judging results.

Scoring grid used by judges

NOTE: The total score is based on adding points from judges' scoring grids for maximum points

Design and Method
(Max. 5 points)

Results and Analysis
(Max. 5 points)

**Relevance/
Conclusions**
(Max. 5 points)

Overall Impression
(Max. 5 points)

ORAL and E-POSTER scoring grid

- × Was the study/ research question clearly stated?
- × Was the study/ research design the most appropriate to answer the study question?
- × Were the methods clearly described?
- × Were the sample size and/or controls sufficient, if appropriate?
- × Where the technologies used state-of-the-art?

- × Were clinically relevant outcomes considered?
- × Were the results given in sufficient detail to make inferences?
- × Was some indication of the revision/ significance of the results given, if appropriate (CI, p value, sensitivity/ specificity, correlation, etc.)?
- × Was the statistical analysis (if any) appropriate to the data?

- × Is the study/research question original?
- × Does the study/ research add to our understanding of the cell/organ/ mechanism?
- × Were the conclusions stated clearly?
- × Were the conclusions appropriate to the data presented?
- × Did the conclusions provide an answer to the study question?
- × Is the study/research clinically relevant?
- × Is the study/research likely to generate further research?

- × Quality?
- × Is the abstract well written and easy to follow?
- × 5 = excellent
- × 4 = very good
- × 3 = good
- × 2 = satisfactory
- × 1 = poor

VIDEO scoring grid

- × How effective is the video in achieving the intended purpose?
Please compare video with Content Summary.
- × (Surgical videos only) How well does video adhere to anatomic & surgical principles?
- × How well does the presentation follow a logical format?
- × If the technique is not new: How correctly does the video correlate with the medical literature?
- × If the technique demonstrated is NEW: Rate potential scientific value of the video.
- × How innovative or creative is what is being presented?
- × Rate overall educational value.
- × Rate the overall quality of video content, sound and visual precision
- × 5 = excellent
- × 4 = very good
- × 3 = good
- × 2 = satisfactory
- × 1 = poor

The decision of the Abstract Submission Committee is final and will not be subject to dispute.

For any Inquiries contact: Dr Vincent Boama vboama@sidra.org