10th KKH Scientific Meeting 2019
Patient-Centric Care: Precision Medicine and Personalised Care
11-12 October 2019

Instructions for Abstract Submission

Submission Deadline: Monday, 22 July 2019

Please read the following instructions carefully prior to submitting your abstract.

- Abstracts must be submitted in English.
- You will receive a confirmation email that your abstract has been received.
- Only accepted abstracts will be published.
- Submissions that do not conform to the established format will not be accepted for review by the Scientific Committee.
- Abstracts are not edited by the organisers and author's corrections will NOT be accepted after submission.

Abstract format
- Abstracts must be in **Times New Roman, font size 10pt**.
- Indicate clearly the category the abstract falls under by checking the appropriate box above the title.
- The abstract title must be a maximum of 150 characters. Use sentence case. Do not use abbreviations in the title.
- Author's name should be Family Name followed by initials, with the number corresponding to the Institution's Name / Department in superscript (e.g. Brown ABC[1]). Each author's name should be separated by a comma, do not add titles like Dr, Prof, etc. Use capital letters for the initials.
- On a separate line, type author(s)' affiliations in this order: Department, Institution Name, Country. The corresponding number in superscript should be placed before the Department. Please refer to the abstract submission form.
- Leave one blank line between the title/author block and the body of the abstract.
- **The word limit is 250 words**. *Abstracts that exceed 250 words will be truncated*. Please provide a word count at the right lower corner after the body of the abstract.
- Abstract text must be single-spaced and justified at the left margin only. Leave one blank line between paragraphs. Do not indent paragraphs. Use bold section headings where relevant.
- When abbreviations and acronyms are used, the full term for which an abbreviation or acronym stands for should precede its first use e.g. diabetes mellitus (DM), unless it is a standard unit of measurement (e.g. cm, kg).
- The use of symbols (%, ≥) is allowed.
- Spell out numbers ten and below, unless they are used with a standard unit of measurement (e.g. 5 cm, 9 mg/dl).
- Take extra care when spelling complex terms. Proof-read the abstract carefully.
- Tables, photographs, figures or references are not permitted.
- While abstracts that have been presented in other local or overseas conference will be accepted, please indicate clearly at the end if it has previously won a prize in another conference.
- **Please provide details of the presenting author (name, designation, department, and contact numbers) at the end of the abstract.**

Abstracts in categories A to E should be structured using the following headings:
- Introduction
- Methodology
- Results (It is not satisfactory to state "The results will be discussed".)
- Conclusion

Abstracts in category F can be unstructured.

Review process
The Scientific Committee will review all abstracts.

Notification of accepted abstracts
You will be notified as to whether your abstract has been accepted by 16 September 2019.

Papers selected for poster
Posters will be displayed in the main exhibition area. Authors of selected posters may be requested to present their posters during the poster judging session.

Publication of accepted abstracts
All accepted abstracts will be published in the e-copy of Scientific Meeting Book and uploaded onto KKH website.

Abstract Category

Select **ONLY** one of the following categories.

A. Basic and Translational Research
B. Clinical Research
C. Nursing Research
D. Allied Health Research
E. Education Research
F. Clinical Case Study

Submission Procedures

- **For Categories A to E, please use Form A**
- **For Category F, please use Form B**

Abstracts must be submitted via email to **scientificmeeting@kkh.com.sg**