

## ABSTRACT SUBMISSION GUIDELINES

- Abstracts should be submitted in clear English to allow the reviewers to focus on the scientific content of the abstract.
- The text of the abstract **must not exceed 300 words**.
- Do not start a sentence with a number.
- Abstract should be **structured** into the following headings:
  - Introduction
  - Methods
  - Results
  - Conclusion/s
- Font should be Times New Roman, size 12, justified with 1.5 line spacing.
- Letter of ethical approval for the study which the abstract is based on, should accompany the abstract. In case of audits please provide the permission letter obtained from the head of the institution in which the research was conducted.
- Abstract should not be submitted to any other conference/proceedings etc. simultaneously.
- Abbreviations should be defined at the first instance where it appears in the text.
- Do not include references, tables or figures in the abstract.
- The presenting author of the abstract must be registered for the sessions.
- Abstracts can only be submitted **online via GMA website**.
- Abstract should be uploaded in following **two** formats as two separate attachments
  - a. With authors names and affiliations with the name of the presenting author underlined
  - b. Only the title and the text of the abstract without author details
- Corresponding author is responsible for all communications regarding the abstract.

### Terms & conditions

- The Co-Editors of the Galle Medical Association have all rights to reject an abstract if the authors do not adhere to abstract submission guidelines.
- An abstract can be withdrawn only with a written statement to the Co-Editors of the Galle Medical Association reflecting the reasons for the decision.
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