Abstract Submission Guidelines - CCPSL

Annual Academic Sessions 2025

Abstracts for posters/oral presentations at CCPSL Annual Academic Sessions 2025 will be entertained from case reports/ case series and original research/audits based on topics related to Clinical Biochemistry/Chemical Pathology. All abstracts must be in accordance with the following guidelines. Final decision of acceptance/rejection of abstracts will be made by the abstract review committee.

**Guidelines for E-posters/oral presentations will be published on the CCPSL website following notification of abstract acceptance.**

**Submission Timeline**

Abstract Submission Opens: **07th February 2025**

Abstract Submission Deadline: **17th March 2025 at 12 noon**

Author Notification of Acceptance: **07th April 2025**

**Abstract Submission Guidelines**

1. The presenting author is required to register for the CCPSL Annual Academic Sessions 2025 following acceptance of the abstract by the review committee.
2. Any late submissions after the given deadline will not be entertained by the abstract review committee.
3. The abstract should be submitted as a Word document (as an attachment) by emailing to the college email address colchempath@gmail.com and CC (Carbon Copied) to Joint Editors rasangi.gunasekara@gmail.com and fkiyamudeen05@gmail.com . Please ensure that you provide a valid email address and a contact number of the presenting author.
4. The soft copy (Word document) should be named by the **“AAS 2025 followed by the Title”** of the abstract.
5. No payments are required to submit an abstract.
6. There is no limit to the number of abstracts one author can submit.
7. It is mandatory to submit duly filled and signed **Abstract Under Taking Form** with the stamp of the supervisor. Any abstract that does not accompany the **Abstract Under Taking Form** will not be entertained.

**Common Abstract Format**

|  |  |
| --- | --- |
| **Word limit in body of abstract** (excludes title, authors, affiliations and keywords) | 300 words. Abstracts over this limit will be asked to revise to the word limit. |
| **Font type** | Times New Roman |
| **Font size** | 12 point |
| **Line spacing** | 1.5 |
| **Title** | Maximum character limit - **150 characters without spaces** Font - **Bold, Times New Roman, 12 point**Justification - **Left justify**Abbreviations must not be used in the title. |
| **Author(s)** | **List of the names of all authors should be included below the title.** * Surname followed by initials. Eg: Silva JM, Perera TH
* No prefixes (e.g. Dr/ Prof) should be included in the author’s name
* Name of the presenting author should be bolded and underlined.

Only the nominated presenting author should present the poster presentation and if selected, the oral presentation.* Include the name of the principal supervisor at the end of the list.
* Each author’s affiliation should be included following the list of names of all authors.
* If more than one author and address, insert a superscript number at the end of the initials before the comma. (for each author)
* Affiliations should be proceeded by the superscript
* Email address of the corresponding author should be included below the affiliations.
* Left justify

Eg: Silva JM1, Perera TH21Department of Biochemistry, Faculty of Medicine, University of Kelaniya, Sri Lanka2Department of Chemical Pathology, Colombo North Teaching Hospital, Sri LankaSilva.jm@gmail.com |

1. The following are **not allowed**.

a. References

b. Tables and figures

2. Use of brand/company names should be done **in moderation**.

E.g. Brand/company names may be mentioned in studies of analytical performance of a specific analyzer (establishing reference range for creatinine on “Brand X 459” assay)

**Abstract Submission Categories**

**Original research and audit**

**The abstract should be submitted in the following format.**

1. **Title and Author Information**

The title should summarize the abstract and convince the reviewer of the relevance and innovativeness of the work.

1. **Introduction and objectives**

The introduction should provide a concise overview of the problem addressed by the research, what remains unknown and how your research would fill the gaps in the knowledge.

1. **Methods**

Following areas shall be specifically mentioned.

a. Study design

b. Study setting

c. Number of subjects enrolled in the study and any inclusion/exclusion criteria when applicable

 d. A description of the intervention (when applicable)

e. A list of the outcome variables and how they were measured

f. Statistical methods used to analyze the data

 **4. Results**

This should include a description of the subjects that were included and excluded from the study, frequencies of most important outcome variables, any comparisons of the outcome variables between various subgroups within the study (treated vs. untreated, young vs. old, male vs. female, and so forth). Numerical results should include standard deviations, 95% confidence limits and the level of statistical significance.

1. **Conclusions**

State concisely what can be concluded and its implications. The conclusions must be supported by the data presented in the abstract. Any unsubstantiated personal opinion should not be included. The generalizability of the results to populations other than that of studied and the weaknesses of the study should be addressed where applicable.

1. **Key words**: 2-5 key words

**Case report and case series**

**A case report and case series should be submitted in the following format.**

1. **Title and Author Information**

Key elements of the case should be mentioned in the title and might include presenting symptoms/ diagnosis/ intervention/ outcome. The phrase “Case report” should be present in the title.

1. **Introduction**

A brief summary of the background and the context of the case report.

1. **Case presentation**

a. Presenting concerns and important clinical findings of the patient

b. Diagnostic focus and assessment

i. Diagnostic results

ii. Diagnostic challenges

iii. Relevant prognostic characteristics

c. Interventions, follow-up and outcomes

 **4. Discussion and conclusions**

The strengths and limitations associated with the case report, how conclusions were arrived at and the applicability of results to other patients should be summarized under this section. A “Take Away” message from the case report should be mentioned if applicable.

 **5. Key words:** 2-5 key words