# 43rd ANNUAL SCIENTIFIC MEETING

**15 & 16** DECEMBER, 2021 — SHANGRI-LA HOTEL

## GUIDELINES FOR ABSTRACT SUBMISSION

Deadline for submission of abstracts is: **05:00PM on 3 December 2021**
This deadline will not be extended.

1. All presentations selected will be aired on the Virtual Platform via a pre-recorded video presentation. Presenters are expected to be present during their pre-recorded presentation for Q & A.

2. Instructions for presentation will be sent together with the acceptance notification.

3. Before submitting your abstract, you will have to be a fully paid member of the Singapore Orthopaedic Association. There will be no registration fees.

4. Format for abstract submission:

   Title: To be in a format of a sentence with upper cases used grammatically.

   Author and co-authors: Start with the family name followed by initials of the first and middle names. Authors are to be separated by commas with the last author being ***the Principal Investigator in bold.*** There is a limit of 6 authors in total. All authors and co-authors stated here must be aware of the submission.

   The scientific content must be structured with the following sub-headings:
   - Aims
   - Methods
   - Results
   - Conclusion

   Word count: Maximum of 300 words excluding the title, authors and sub-headings.

5. There is no limit to the number abstracts that can be submitted per author. However each abstract must be based on a separate database.

6. There is a limit of 6 authors per abstract and submission is to be done by the presenter only.

7. Presenters will receive a confirmation email via the contact provided as an acknowledgement of the submission. If not received, the presenter should contact the secretariat before the submission deadline.

8. The decision made by the scientific selection committee will be made known by email by 7 December 2021.

9. All decisions made by the scientific selection committee will be final.

For further information, please contact secretariat@soa.org.sg