

4th Hong Kong-Guangdong- Shanghai-Chongqing Paediatric

Exchange Meeting 第四屆港粵滬渝兒科學術研討會

12th September 2014 at Chongqing

Official Abstract Form for Hong Kong College of Paediatricians

(Please complete this form in BLOCK or TYPE SCRIPT letters. Please give a ✓ in the appropriate box. Photocopy of this form is acceptable.)

(About 300 words excluding the title, name(s) of author(s), name of institution and the country of origin)

Presenting author

Title: Prof. Dr. Mr. Mrs. Ms.

Last name: _____ | Initials: _____

Institution: _____

City _____

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Co-authors

To be listed (maximum 2) in the Authors Index in the Final Program

Last name: _____ | Initials: _____

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Category

Please check the appropriate box for the category that best describes your abstract.

- Basic science
- Cardiology
- Endocrinology
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- Gastroenterology
- Haematology and Oncology
- Infection and Immunology
- Intensive care medicine
- Neonatology
- Nephrology
- Neurology and Neuromuscular diseases
- Respiriology and Sleep medicine
- Others

Abstract Submission Process

Electronic submission instruction

1. Please submit by email to Prof Albert M. Li (albertmli@cuhk.edu.hk), with copies to the College Secretariat (enquiry@paediatrician.org.hk).
2. Deadline for submission is **28th July 2014**.

Submission Regulations

1. More than one abstract could be submitted but a separate submission form is required for each abstract.
2. Once submitted, abstracts will not be returned.
3. The Scientific Programme Committee reserves the right to edit the language content and publish the accepted abstracts in the official publications of the meeting.
4. There is no fee for abstract submission but presenting author selected for presentation must be registered for the meeting

Notification

1. Notification of abstract acceptance will be sent to the presenter once accepted by the Scientific Committee via email **by 20th August 2014**.
2. Only the presenting author will be notified of abstract acceptance.

Preparation of Abstracts

1. All abstracts must be submitted and presented in English.
2. Type the abstract using the form in single-line spacing in Microsoft Word format (6.0 is preferred) using 12-point font of Times New Roman. (**maximum 300 words**) Any abstract exceeds this limit will be automatically truncated.
3. Please type clearly within the frame, the title of the abstract in BOLD CAPITAL LETTERS, initial and last name of each author (do not include titles e.g. MD, PhD), name of the institution and country of origin on the top of the form, and underline the name of the presenting author. The author's name must be exactly the same in all abstracts when more than one abstract is submitted.
4. The abstract should contain summarized description of the following: a) Objective, b) Method, c) Results and d) Conclusion. Simple tables or graphs (in blank ink) may be included.
5. Standard abbreviations may be used. Special or unusual abbreviation must be placed in parentheses after the full word the first time it appears.
6. Non-proprietary (generic) drug names are preferred and should be written in small letters. Each time the proprietary name of a drug appears, the first letter should be capitalized.

Publication of abstracts

Abstracts will be published in the meeting abstract book.

Secretariat

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