

Guidelines on Abstracts Submission

- Only completed projects or projects with preliminary results should be submitted.
- Abstracts should be in English, clearly worded and concise.
- The following needs to be included in the abstract (does not add to word limit)
 - Title of Study
 - Name of Authors
 - Indicate last name first followed by initials of first and middle names
 - Underline presenting author's name
 - Include a number as a superscript after each author's name (to reflect dept/institution)
 - Name of Department & Institution
 - Number to correspond with that stated as superscript next to author's name
- Each abstract is limited to **300 words** and must include all of the following sections in the following sequence:
 - Introduction
 - Methods (e.g. design, setting, patients/participants, data collection, statistical or qualitative analyses)
 - Results
 - Discussions
- Abbreviations should be defined.
- Graphs, tables and pictures are not accepted in the abstract text.
- References are not mandatory but if incorporated, will be included in the word count.
- Please kindly indicate if this abstract has been presented before at another conference. Include "Yes, this abstract has been presented at (conference name & yr) or "No, this abstract has never been presented before at another conference)" in the email when submitting abstract.
- Abstract must be submitted in a **word document format** to the **email address: apopc2018@nccs.com.sg**
- Authors will receive an acknowledgement of their abstract submission within 10 working days and will be notified of abstract acceptance for APOPC 2018 by mid July 2018.

Sample Abstract

<<TITLE OF STUDY>>

<<Name of authors eg Lim AS¹, Wong LL¹, Tan SW²>

1. Department of Pharmacy, National Cancer Centre Singapore, Singapore
2. Department of Pharmacy, Faculty of Science, National University of Singapore, Singapore

Introduction:

Methods:

Results:

Discussions:

Presentation of Abstracts

- Abstracts are accepted only as poster presentation.
- If an abstract is accepted for poster presentation, presenting author may be required to stand by the poster during the designated poster viewing session(s). Details will be notified via email to the submitting and presenting author upon abstract acceptance.
- Details on poster format and presentation guidelines will be included in the notification letter upon acceptance of abstract.
- Submission of an abstract constitutes a formal commitment by the author to present the abstract in the session and at the time decided upon by the Scientific Committee. Presenting author(s) will be required to register for the congress by **31 July 2018**. Failing which abstract will be automatically withdrawn.
- If the presenting author(s) are unable to present the abstract, it is their responsibility to ensure that one of the co-authors takes over this role. Any change of the presenting author needs to be communicated via **email to apopc2018@nccs.com.sg**.