

**Things to remember:**

**Last date of abstract submission: 5th August 2017**  
**Office Secretariat: Office, Department of Psychiatry**  
**Time of submission of hard copy: 8 a.m to 5 p.m**  
**Soft copy: submit to [scientific.session2017@bpkihs.edu](mailto:scientific.session2017@bpkihs.edu)**

- Note:**1. Abstract(hard copy) should be forwarded by the HOD/Chiefs.  
2. A copy of Ethical clearance letter from IERB is mandatory.

**24<sup>th</sup> ANNUAL SCIENTIFIC PROGRAMME**  
**BPKIHS**

**Abstract Submission Guidelines for Oral and Poster Presentation**

The submission of abstract implies your consent to publish it in the Abstract Book and that the author will participate in the **24<sup>th</sup> ANNUAL SCIENTIFIC PROGRAMME 2017**. We request you to submit the abstract for an oral and poster presentation by 5<sup>th</sup> August, 2017.

1. **Guidelines for abstract submission**: an original research work/case report
  - a. Abstract must be submitted to the Scientific programme secretariat( Office, Department of Psychiatry). It should be submitted through email and same content printed and forwarded by respective HOD.
  - b. A copy of the ethical clearance received from IERB of BPKIHS is mandatory.
  - c. Font size must be 14 for title and 11 for text
  - d. Must be in Times New Roman font.
  - e. Line spacing must be 1.5
  - f. Abstract must not be more than 250 words excluding title for original research and 150 words in total for case report
  - g. Abstract must be submitted in a structured format. This structure includes
    - i. Title( Author's name to be written as: Sharma K, Nepal R etc and underline presenting author's name)
    - ii. Background
    - iii. Objective
    - iv. Methods
    - v. Results
    - vi. Conclusion
    - vii. Keywords: 3 to 5
- Mention:**
  1. Mode of presentation: Oral or poster
  2. Prize or non Prize category(Prize category implies to students/JR/SR/AP only)
  3. Corresponding author's name, email, mobile no.
- h. Authors have the option of choosing their presentation type (oral or poster). However, the scientific program committee will make the final decision.
- i. It is the responsibility of the authors to ensure that their text does not contain typographical or

grammatical errors.

j. No proofreading will be carried out and no correction will be possible after the submission deadline.

2. **Notification of Acceptance:**

All submitted abstracts will be reviewed by the Scientific Program Committee according to the standard review procedures. Notification of acceptance will be sent by e-mail to corresponding presenter and abstract submitting authors by 15<sup>th</sup> August, 2017.

3. **Withdrawal of Abstracts:**

If you wish to withdraw an abstract, please notify the Scientific programme Secretariat in writing as soon as you decide to withdraw.

4. The committee

Regards

Dr Nidesh Sapkota  
Head, Department of Psychiatry  
Convener, 24th Annual Scientific Programme  
Coordinator, CME Program  
B P Koirala Institute of Health Sciences, Dharan Nepal