

Dear All,

Namaste. On the auspicious 25th Silver Jubilee anniversary of B. P. Koirala Institute of Health Sciences, Dharan, Department of Orthopedics, proudly announces, "**25th Annual Scientific Programme**" on 6th to 8th September 2018.

We would like to thank our Vice Chancellor Sir and all the executives for giving us this wonderful opportunity to organize this academic activity. At this Silver Jubilee edition, we invite all the BPKIHS faculties, students, alumni and scientists from other institutions all over the nation for presenting findings from your research projects. We would like to call for abstract for oral and poster presentations within the mentioned date below.

We request you all to disseminate this information to all the students, JR, SR, Faculties, Alumni and friends from other institutions.

Abstract Submission Announcement for 25th Annual Scientific Programme

Last Date of abstract Submission: Friday, 10th August 2018; 11:59 pm (Email)

Email for abstract submission: scientific.session2018@bpkihs.edu

Time of submission of Hard copies: 8 AM to 5 PM on all working days. Friday up to 1PM.

Secretariat: Office room (Room no: 107), First Floor, Above Emergency Building,

Department of Orthopedics

Kindly Submit the following:

- 1) **Soft copy** of the abstract by Email to scientific.session@bpkihs.edu
- 2) **One unblinded hard copy**: Structured abstract forwarded by HOD /Chief and **IRC code number** must be mentioned
- 3) **One blinded hard copy**: Containing title and structured abstract only. It does not require to be forwarded.
- 4) A hard copy of **ethical clearance** from IRC is mandatory for faculties, Residents (SR/JR) and PG students. In case of undergraduate students, an approval letter (hard copy) from Departmental Research Unit (DRU) is mandatory. This does not apply to researchers/presenters outside BPKIHS.

Please note that your abstract submission will be incomplete if all of the above requirements are not fulfilled. Such incomplete abstracts cannot be reviewed and scored by reviewers, and will not be included in the final programme.

Abstract Submission Guidelines for Oral and Poster Presentation:

The submission of abstract implies your consent to present personally (by presenting author) and to publish it in the abstract book if accepted and that the author will participate in the **25th ANNUAL SCIENTIFIC PROGRAMME 2018**. We request you to submit the abstract for an oral and poster presentation by 10th August, 2018.

1. **Guidelines regarding the format of an abstract:**

- a) Original research work / case report must be submitted to the scientific programme secretariat (Office, Department of Orthopedics). It should be submitted through email and as two (unblinded and blinded) hard copies as described above in submission process along with approval letter (IRC/DRU).
- b) Font size must be 14 for title and 12 for text
- c) Must be in Times New Roman font.
- d) Line spacing must be 1.5
- e) Abstract must not be more than 250 words for original researches and 150 words for case reports excluding title, authors/affiliations and keywords.
- f) 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 the presenting author's name)
 - ii. Background
 - iii. Objective
 - iv. Methods
 - v. Result
 - vi. Conclusion
 - vii. Keywords: 3 to 5
- g) Kindly mention the mode of presentation: Oral or poster, prize or non-prize category (Prize category implies to students/JR/SR/AP only) and corresponding author's name, email, mobile no. and **code no of IRC** (not the approval letter number). Authors have the option of choosing their presentation format (oral or poster). However, the scientific program committee will make the final decision.
- h) It is the responsibility of the authors to ensure that their text does not contain typographical or grammatical errors.
- i) No proofreading will be carried out and no correction will be possible after the submission deadline.

2. Review Process and Notification of Acceptance:

All submitted abstracts will be reviewed and scored by the Reviewers / Scientific Program Committee according to the standard pre-set review/scoring criteria for oral and poster abstract. Notification of acceptance will be sent by e-mail to the abstract submitting authors (via same Email ID used for submission) by 25th August, 2018.

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.

Prof. Dr. Pashupati Chaudhary
Convener

Prof. Dr. Raju Rijal
Co-convener

Dr. Rajiv Maharjan
Chairperson
(Scientific Committee)

25th Annual (Silver Jubilee) Scientific Programme 2018
BP Koirala Institute of Health Sciences
Dharan, Nepal.