



## 4<sup>th</sup> Annual Conference of Indian Brachytherapy Society

(14 - 16 March 2014)

Venue: JLN Auditorium, AIIMS, New Delhi

Organized by: Department of Radiation Oncology,

Dr. B.R.A. Institute Rotary Cancer Hospital,

All India Institute of Medical Sciences, New Delhi, India



### ABSTRACT PRESENTATION GUIDELINES

Presenters are required to register for the conference beforehand, if not done already. The presenters are also requested to adhere to the guidelines below for respective presentations.

#### Guidelines for Oral presentations

- Each speaker will be given 8 minutes to present his/her abstract followed by a 2 minute question and answer period, for a total of 10 minutes per abstract. A panel of Experts will also judge the session to find the candidate for the Best paper award. Sessions will be for 1.5 hours.
- You are requested to stick to your time. Please mail a copy of your presentation latest by 6th March to [sharmadn@hotmail.com](mailto:sharmadn@hotmail.com) or [aiims.ibscon@gmail.com](mailto:aiims.ibscon@gmail.com) and also upload your presentation to the preview room on 14th March.

#### Guidelines for Poster presentations:

- Poster boards are 3 feet wide by 3 feet high.
- Maximum dimensions for a poster is essentially a square; 90 cm wide by 90 cm high. Do not exceed these dimensions.
- The heading should include: Abstract title, Author names, Author institutions
- Organize your poster by the following sub-headings: Purpose/Objectives, Materials/Methods, Results, Conclusions
- You can set up your poster from **10 am onwards but before 6 pm on 14th March**. You need to be present beside your poster at the scheduled time mentioned in the programme.
- Please remove your posters **before 12 PM on 16th March** (Please note: if you do not pickup your poster during this time, it will be discarded)
- You are encouraged to bring handouts of your abstract, and a business card with your email address.

#### Guidelines for Video presentations:

- Video presentations will be of 5-7 minutes. Authors are requested to submit Video clips in AVI format or equivalent format by E-mail ([aiims.ibscon@gmail.com](mailto:aiims.ibscon@gmail.com), [sharmadn@hotmail.com](mailto:sharmadn@hotmail.com)) or on CD/DVD. The clip should be appropriately titled with name of the presenting author.
- You are requested to run your video beforehand, stick to your time and also upload your presentation to the preview room on 14<sup>th</sup> March