

# USICON ABSTRACT SUBMISSION FORM

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CATEGORY No.:

FORMAT:

I wish to present this paper as:  
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VIDEO/CD

MODERATED POSTER (M)

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CKP MENON PRIZE PAPER(C)

BRIJ KISHORE PATNA PRIZE PAPER (B)

CHANDIGARH BEST VIDEO/CD (H)

INNOVATIONS/NEW TECHNOLOGIES (I)

VIJAYAWADA POSTER PRIZE (VP)

CORRESPONDING AUTHOR:

LAST NAME:

FIRST NAME:

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## FOR OFFICE USE ONLY:

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## TITLE AND AUTHORS

## ABSTRACT

- LAST DATE FOR RECEIPT OF ABSTRACT: **31-August-2009**.
- INCORRECTLY FILLED ABSTRACT FORMS WILL BE REJECTED
- AUTHORS WILL BE NOTIFIED ABOUT THE ACCEPTANCE OF THEIR ABSTRACT ON OR BEFORE **30-November-2009**.
- WRITE THE NAMES OF ONLY UPTO "SIX AUTHORS"
- **PLEASE DO NOT WRITE ABOUT AUTHORS AND THEIR ADDRESS IN THE 'ABSTRACT, BOX.**

**DECLARATION:**

1. I have done this work myself, with the team mentioned as authors.
2. I have not presented this paper (complete or part) at any other meeting.
3. This paper has not been published.
4. I shall register myself as delegate for the conference.

Signature of Author.

*FOR "AWARD PAPER"*

There should be single author.

## USICON ABSTRACT SUBMISSION PROCESS AND INSTRUCTIONS

Abstracts are solicited for the annual conference of USI for presentation in one of the following formats:

- Podium
- Video Session
- Moderated Poster Session
  
- Unmoderated Poster Session
- CKP Menon Prize Paper
- Brij Kishore Patna Prize Paper
  
- Chandigarh Best Video/CD
  
- Innovations/New technologies
- Vijayawada Poster Prize

### GENERAL INSTRUCTIONS:

All abstracts must be the original, unpublished work of the authors, with all listed authors (maximum six) having significant contribution to the completion of the work. All abstracts for any form of presentation must follow the described guidelines and paper must be submitted in the enclosed form of or a photocopy of this form.

- Submission can be made electronically. Follow the guideline below.
- Submission of an abstract constitutes the author's commitment to present the abstract as accepted. All expenses associated the preparation and presentation of the abstracts is the responsibility of the author/presenter.
- All presenters must register for the conference.
- **ABSTRACTS OF THE ACCEPTED PAPER WILL BE PRINTED IN THE ABSTRACT BOOK BY PHOTOPRINTS. AUTHORS MUST ENSURE ERROR FREE TEXT. ABSTRACTS NOT FOLLOWING THESE GUIDELINES WILL BE REJECTED.**
- One of the authors must be a member of the USI or the paper must be sponsored by a member of the USI.
- One original and five legible photocopies of the abstracts form are required to be submitted to the office of the Hon.Secretary, USI. Do not fold the abstracts form while mailing.
- For CKP Menon, Brij Kishore Patna Prize Paper and Innovation/New Technologies, apart form abstract, 3 copies of the full paper has to be submitted to the HON.SECRETARY latest by 31<sup>st</sup> August.
- Follow USI guidelines for prize papers.
- Each presenter will be allowed to present only two papers in any format.
- Members who failed to present a paper after accepting will be debarred from presentation for one year.
- Paper should not be repeated in different formats like Podium/Poster/Video.
- All papers will be sent to five referees for evaluation. The highest and the lowest marks given to each paper will be rejected and then three markings would be taken into consideration for final acceptance of the paper. Paper will not be shifted from one presentation type to another.

### DEADLINE:

- Abstracts and accompanying materials (CD) must reach the office of the HON.Secretary by 31-August-2009.
- Electronic submission of abstracts must be done before 31-August-2009. Hard copy should be submitted by 15-September-2009.
- Notification of acceptance or rejection of the abstracts and further details on presentation will be mailed to the corresponding author in November.

## **PAPER SUBMISSIONS:**

### **Filling up the form:**

Use block letters.

### **CATEGORY:**

Select ONE category from the following that most closely describes the material of your presentation and enter its serial number at the appropriate spot in the abstracts form.

1. Basic Sciences
2. Adrenal Diseases.
3. Congenital disorders.
4. Infections
5. Urolithiasis
6. Stricture Urethra.
7. Benign Prostatic Hyperplasia.
8. Uro Oncology
9. Andrology
10. Neurovesical Dysfunction.
11. Male Infertility.
12. Renal Transplantation and Vascular Surgery.
13. Paediatric Urology
14. Female Urology
15. Reconstructive Urology
16. Endourology
17. Laparoscopic Urology
18. Miscellaneous

## **Abstract:**

Abstracts for all types of presentation must follow the common pattern as given below:

### **A.SIZE:**

- The title, authors, institution, city and state contained in upper box provided on the abstract form.
- The abstract must fit within the lower larger box.
- Use 'justification' style of paragraph design for the abstract including the title.
- Do not exceed the margins or type on top of the margin line.
- Preferably use only Times New Roman or Arial font of 10 Point Type size.
- Type in single space.
- Do not indent paragraphs.
- Leave one line between abstract headings and paragraphs within each heading.
- **ABSTRACT THAT DO NOT ADHERE TO THIS FORMAT WILL BE REJECTED.**

### **B. Title:**

- **TYPE ENTIRE TITLE IN CAPITAL LETTERS, BOLD POINT.**
- Do not use abbreviation in the title.
- Do not enter-align the title.

## **C. Authors:**

- List each authors as Surname followed by Initials.
- **DO NOT USE TITLES, DEGREES OR POSITION.**
- Use comma between authors name.
- Do not use all capital letters for author's names.
- Underline the name of the presenting author.

## **D. Institution and City/ State/Country**

List the main institution where the work has been conducted. In case of multicentre involvement, name the primary conducting institution.

## **E. Body of text:**

- Abstract should be informative and specific. The body must contain four separate paragraphs, each preceded by the heading name: (a) Introduction and Objective (b) Methods (c) Results (d) Conclusions.
- Standard abbreviations may be used but must be written in full at first use. Propriety names of drugs are not allowed.

## **ELECTRONIC SUBMISSION:**

- Electronic submission may be made Online or Downloaded and submitted by e-mail. Netscape Navigator 3.0 or higher or with Microsoft Internet Explorer 4.0 or higher.
- Visit the USI site [www.usi.org.in](http://www.usi.org.in) for electronic submission.
- Last date for electronic submission is 31<sup>st</sup> August.
- Confirmation will be sent by e-mail to the e-mail address supplied by the author in the electronic submission.
- Acceptance of abstract and subsequent registration by the presenting author will follow the same pattern as paper submission detailed above.
- **ELECTRONIC SUBMISSION MUST BE FOLLOWED BY REGULAR PAPER SUBMISSIONS AS ABOVE TO REACH THE OFFICE OF THE SECRETARY BEFORE 15-September-2009.**

## **VIDEO/CD SUBMISSION:**

### **Content:**

- Only one paper must be included in one CD.
- All tapes must contain the final edited form. Every tape/CD must be labelled with the title, all authors' names as in the abstract and running time.
- Original CD should not be sent. Submit copy only.