



# FREE COMMUNICATION GUIDELINES

### JULY 04-05 2025

Conference Centre Pestana Palace Lisboa Lisbon, Portugal

#### **VIDEOS, ORAL COMMUNICATIONS AND POSTERS**

1. Submission is made through the website www.apcir.pt;

ABSTRACT SUBMISSION UNTIL

#### MAY 11, 2025, 23:59 CET

- 2. Abstracts must be submitted in English and may only include original material, not published or presented prior to the Conference;
- 3. Abstracts must be structured as follows:
  - Introduction
  - Objectives
  - Material and methods
  - Results
  - Discussion/Conclusions
- 4. If you submit a Video:
  - The video summary must have a maximum of 1.000 characters;
  - The length of the submitted video must not exceed 5 minutes;
  - When choosing the Videos type, you must upload it, using the link specific to the submission of Videos;
  - The author must record the name of the video file, the same as the title of the abstract;
- 5. All the fields in the submission form are mandatory
  - Name of authors: All authors must be submited and the name of the presenting author must be marked
  - Institution: Inform the name of the Institution to which the authors are affiliated;
  - Title: Must be in ALL CAPS (maximum 100 characters);
  - Text: Limited to 2.500 characters (maximum);
- 6. The presenting author must be registered at the Conference;
- 7. All the submitted abstracts will be reviewed and evaluated;
- 8. The author responsable for the submission will be informed, via email, after acceptance or rejection of the abstract;



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- 9. Once the abstract acceptance is communicated NO changes will be allowed;
- 10. There will be a prize, to be defined, for the best papers;
- **11.** Authors who are not present at the closing and award session will only receive the certificate and will not be entitled to receive the prize awarded to this distinction.

**VERY IMPORTANT:** When submitting the abstract, you must choose the state:

\_DRAFT (you can make any changes you want until the submission deadline. Therefore, you will always have to submit it for the final version by May 11 2025. Please note that no abstract in draft status will not be considered for evaluation);

\_FINAL VERSION (you cannot make any changes, abstract is final and ready to be evaluated)



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sofia.gomes@admedic.pt www.admedic.pt

