



GUIDELINES FOR ABSTRACTS AND PRESENTATIONS

SUBMISSION OF ABSTRACTS FOR PAPERS AND POSTERS

All congress oral and poster presentations must be 400 words or less (this does not include headings, references and keywords). Only accepted oral presentations will be notified to submit an extended abstract of 1 500 words.

The aim of the instructions is to ensure uniform congress proceedings and to minimise editing. The assistance of each author in this regard is highly appreciated.

Please adhere to the following **ABSTRACT** sections:

TITLE

NAME OF CONTACT AUTHOR

¹ *Contact author: Affiliation and full mailing address in 10-point Arial, centred, italicized*
Contact author's e-mail address: 10-point Arial, centred, italicized

INTRODUCTION

Provide a brief background, problem statement and hypothesis.

MATERIALS AND METHODS

This section should briefly discuss the methods followed, to allow the reader insight into the origin and validity of the data.

RESULTS AND DISCUSSION

This section should be the focus of your paper. Here you should present and discuss your data. Focus on the interpretation and validity thereof and also on situations where it might not be applicable. Figures and tables are not allowed.

CONCLUSION

Provide a statement/conclusion reached by the researcher based on findings in the research as well as recommendations/potential application of research results.

REFERENCES

References (if used) should be listed in chronological order.
Use the Harvard style – keep to as few as possible.

KEYWORDS

Use a maximum of six keywords, in alphabetical order, separated with a comma.

ORAL PRESENTATIONS

Please only use MS PowerPoint. Avoid the use of videos within the presentation.

Logos of employers and sponsors should be as small as possible and should preferably be shown only on the first slide.

Presentations will be 15 minutes long and then 5 minutes for a discussion.
The session chair will strictly manage the time duration of presentations.

Presentations must be submitted via the website before the start of the congress.

POSTER PRESENTATIONS

The size and orientation of posters should be A0 portrait (841 mm × 1 189 mm).
Posters are not intended as commercial sites and thus must be of a scientific nature.
The use of commercial logos should be kept to a minimum.

Copies of the poster (A4 format) are allowed as handouts, but the distribution of commercial promotional material is discouraged. Material to affix posters to the poster display boards will be provided during registration.

Use 96-point Arial bold for the title of the poster. Use capital letters for the title.

Use 72-point Arial for information about authors and affiliations.
List the authors on a separate line from the title with their affiliations a line below that.
Underline the name of the person who will be presenting the poster.

Centre the title, authors and affiliations.

Use 30-36-point Arial bold capitals for section headings.

Use 24-30-point Arial for regular text.

Review the readability of your poster by using a viewing distance of approximately 1,8 m.
Avoid squeezing too much text and information onto your poster. The poster should contain headings similar to those used in the abstract: Introduction, Objectives, Material and Methods, Results and Discussion, References.
