

## ABSTRACTS SUBMISSION GUIDELINES

### Category

Abstracts are welcome in any one of the following categories:

1. Autopsy/Forensic
2. Breast
3. Cardiovascular/Pulmonary
4. Covid-19
5. Dermatopathology
6. Digital Pathology/AI
7. Education
8. Endocrine
9. Gastrointestinal
10. Genitourinary
11. Gynaecological
12. Haematopathological Pathology
13. Head & Neck
14. Hepatobiliary/Pancreas
15. Neonatal/Paediatric
16. Neuropathology/Ophthalmic
17. Osteoarticular/Soft Tissue
18. Renal

### Presentation Type

An abstract can be submitted for the meeting as one of the following presentation types:

- Oral Presentation
- Poster Presentation

At the review stage, the Programme Committee may change the presentation type submitted by the author to ensure the continuity of the meeting programme i.e. oral presentation may be changed to poster presentation. The presenting Author will be informed of any change to their submitted presentation type at the acceptance notification stage. The decision of the programme committee is final.

### Oral and Poster Format

Details of the virtual meeting requirements for oral and poster presentations will follow.

## SUBMISSION GUIDELINES

### Who submits the abstract?

The Presenting Author must submit the abstract and will act as the main point of contact for the abstract with organisers.

### How to edit a submitted abstract?

Ensure that your abstract is not left in draft as it will not be reviewed.

## SUBMISSION PROCESS

The abstract submission process for Abidjan 2021 will be through by mail ([info@sipath-ci.org](mailto:info@sipath-ci.org)).

## IMPORTANT INFORMATION ON THE SUBMISSION PROCESS

1. The Presenting Author must submit the abstract and is required to be the corresponding author for that abstract
2. You do not need to register for the meeting in order to submit the abstract
3. All abstracts must be received by the submission deadline to be included in the review.
4. Accepted abstract presenters must register by 30 September 2021.
5. Abstracts must be submitted in English or in French

## SUBMISSION DETAILS REQUIRED

The online abstract submission is a simple step-by-step process and will ask you to input the following details:

- Abstract title – Capitalise the first letter of each word except if, and, of, the, a, in, on etc. The title must be as brief as possible but long enough to indicate clearly the nature of the study. Title cannot be longer than 20 words.
- Presentation type – Oral, Poster.
- Category – chosen from the category list above.
- Presenting Author – Name, and affiliation of presenting author (this person must be listed as the first author).
- Co-Authors – Name and affiliation
- Abstract text – Abstract word limit is 300 words, use abstract headings listed below (word limit includes: keywords; excludes: title, authors and affiliations)
- Background
- Purpose
- Methods
- Results
- Conclusions
- Additional information
  - Conflict of interest (Do the author(s) have any conflict of interest )
  - Contact Name and Email for all Co-Authors.

## REVIEW AND NOTIFICATION OF ACCEPTANCE

All abstracts will go through a blind peer-review carried out by reviewers selected by the Scientific Committee.

Notification of acceptance or rejection will be sent to the submitter on 31 October 2021.

## REGISTRATION OF THE ABSTRACT PRESENTER

When notified of acceptance, the Presenting Author is required to accept the offer by registering for the meeting and paying in full before the meeting.

## IMPORTANT DATES

### Abstract Submission Ends

30 September 2021

### Notification of Review Outcome

31 October 2021

### Accepted authors to register to confirm attendance

5 November 2021

### Final Programme Available Online

15 November 2021

## TERMS & CONDITIONS

- The abstract submitted adheres to the abstract submission guidelines outlined on the Sipath Website.
- The abstract submitted is in English or in French.
- It is the responsibility of the presenting author to submit the abstract. They are the main contact whose responsibility it is to communicate with other co-authors.
- The presenting author is available to present virtually at the meeting between 22 – 23 November 2021.
- The presenting author must register and pay in full by the deadline indicated in the abstract review outcome email. If they do not register and pay in full, the abstract will be removed from the programme.
- The presenting author has obtained permission from all authors to submit the abstract to the Conference.
- The text of the abstract, along with the names and affiliations, poster and/or additional documents as requested, may be published on the meeting website, platform, and this will not raise any copyright issues.
- A submission as a particular presentation type (oral or poster) or theme may be changed to a different type/theme following review in order to be accepted and included in the programme.
- Presenters may be recorded for live streaming. A recording of the presentation may be published online after the meeting.
- If you have any queries regarding the above, please contact the Conference Programme Team: [info@sipath-ci.org](mailto:info@sipath-ci.org) .

