

Abstract Submission Guidelines



10th

Saudi Orthopedic
Association
Annual Congress



16th -21st
December
2021



Virtual Congress

www.soa.org.sa

General Criteria

A. Poster Presentations

- ❑ Submission Deadline: 15th of October 2021
- ❑ Accepted abstracts will be acknowledged before 15th of November 2021
- ❑ [Click here to Submit your Abstract](#)



A. Poster Presentations

General Aim and Format

- ❑ A poster is a graphically based approach to presenting research. In presenting your research with a poster, you should aim to use the poster as a means for generating active discussion of the research.
- ❑ Limit the text to about one-fourth of the poster space, and use "visuals" (graphs, photographs, schematics, maps, etc.) to tell your "story."



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A. Poster Presentations

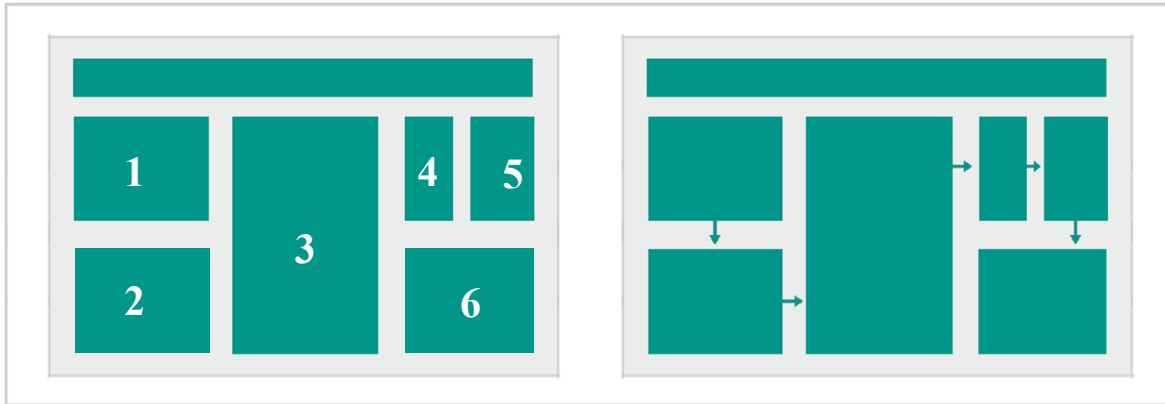
Design and Layout Specifications

- ❑ The poster must be designed on one PowerPoint slide size with aspect ratio 16*9 (Landscape format).
- ❑ A banner displaying your poster title, name, and department (or class, if appropriate) should be positioned at top-center of the board ([see Figure 1](#)).
- ❑ Make it obvious to the viewer how to progressively view the poster. The poster generally should read from left to right, and top to bottom. Numbering the individuals panels, or connecting them with arrows is a standard "guidance system" ([see Figure 1](#)).
- ❑ Leave some open space in the design. An open layout is less tiring to the eye and mind.



A. Poster Presentations

Design and Layout Specifications



- ❑ **Figure 1: Conventional layouts for a poster. Long panel at top-center is title/author banner. Individual panels can be connected by numbers and arrows. Also, note the use of space between panels to achieve visual appeal.**



A. Poster Presentations

Visuals

- ❑ Present numerical data in the form of graphs, rather than tables (graphs make trends in the data much more evident). If data must be presented in table-form, **KEEP IT SIMPLE**.
- ❑ Visuals should be simple and bold. Leave out or remove any unnecessary details.
- ❑ Make sure that any visual can "stand alone" (i. e., graph axes are properly labeled, maps have north arrows and distance scales, symbols are explained, etc.).



A. Poster Presentations

Text

- ❑ **Keep the text brief. Blocks of text should not exceed three paragraphs (viewers won't bother to read more than that). Use text to (a) introduce the study (what hypothesis was tested or what problem was investigated? why was the study worth doing?), (b) explain visuals and direct viewers attention to significant data trends and relationships portrayed in the visuals, and (c) state and explain the interpretations that follow from the data. In many cases, conclusions can be summarized in a bullet point list.**
- ❑ **Cite and reference any sources of information other than your own, just as you would do with a research paper. Ask your professor about the particular citation system that you should use (every discipline uses slightly different styles). The "References Cited" is placed at the end of the poster.**



A. Poster Presentations

Miscellaneous Suggestions

- ❑ **SIMPLICITY IS THE KEY.** Keep to the point, and don't try to cover too many things. Present only enough data to support your conclusions. On the other hand, make sure that you present sufficient data to support your conclusions.
- ❑ **When you begin to make your poster, first create a list of the visuals that you would use if you were describing your project with only the visuals. Write the text after you have created the list of visuals.**



A. Poster Presentations

Presenting Your Poster

- ❑ Accepted abstracts should be prepared as a recorded video in mp4 format exported with a quality of 1920*1080.
- ❑ Steps to record your presentation through PowerPoint:
 1. Click on slideshow tab and choose record slide show as shown below.



2. Start recording by clicking on the record button and make sure your mic is working.
3. Remember that the poster is made on one slide, so you should just narrate and explain the whole video on the same slide without going next, and upon finish, click stop record button.
4. Save the file and then export in mp4 format.
5. Maximum time allowed for poster presentation is 5 mins.



General Criteria

B. Oral Presentations

- ❑ Submission Deadline: 15th of October 2021
- ❑ Accepted abstracts will be acknowledged before 15th of November 2021
- ❑ [Click here to Submit your Abstract](#)
- ❑ 8 minutes to present as a pre-recorded video.
- ❑ 2 minutes for Q&A.



B. Oral Presentations

Submission of Abstract

If you are planning to submit an abstract, please consider the following points:

- ❑ No case report accepted.
- ❑ Only original study accepted
- ❑ The names of all authors should be included along with their titles and institutions.
- ❑ The presenting author should be specified, and it is their responsibility to be available during the conference days.
- ❑ The abstract should be original research related to orthopedic surgery, musculoskeletal system-related clinical research, or musculoskeletal rehabilitation and physiotherapy.



B. Oral Presentations

Submission of Abstract

- ❑ Please write it in a structured manner:
 - Background.
 - Purpose.
 - Study design.
 - Materials and methods.
 - Results.
 - Conclusion.
- ❑ Total number of words should be limited to 600 or less.



B. Oral Presentations

Presenting Your Paper

- ❑ Accepted abstracts should be prepared as a recorded video in mp4 format exported with a quality of 1920*1080.
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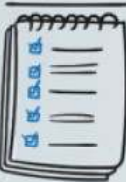
2. Start recording by clicking on the record button and make sure your mic is working.
3. REMEMBER that PowerPoint record audio/video file for each slide separately, so it is important that you don't speak while shifting the slides.
4. Save the file and then export in mp4 format.
5. Maximum time allowed for poster presentation is 8 mins.



CREATIVE BUSINESS



PLANNING



Plan

with vision

- Goals & objectives
- Marketing Plan
- Forecasting attendance
- Timelined check list
- Budget
- Venue

Market

with passion



- Branding
- Value Exposure
- Audience generation
- Engaging activities
- email marketing
- printouts
- social media
- media partners

BROCHURES
MAGAZINES
POSTERS
PRINT



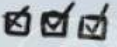
ONLINE
MARKETING
INTERNET



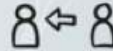
Produce

in every condition

- CME accreditation
- Logistics
- Audio Visuals
- Registration
- Accommodation



money



EVENTS WITH NATURAL FLOW



BLUE OCEAN

Medical Events Management

Events with a natural flow

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