Guidelines for abstract submissions to the annual meeting

All abstracts must be submitted through the online abstract submission system.
Abstracts must be prepared according to the following guidelines.

Registration of the corresponding author
Please note that the corresponding author must register before submitting an abstract to obtain a password to enter the abstract submission area of the site.

Title
Please use Upper and Lower case letters for your title.
DO NOT USE ALL CAPITALS.

Authors
Author or authors' names: full first name(s), middle initial(s), full family name

Affiliations
Affiliation details of all authors: department; institution / hospital; city; country (if relevant)

Abstracts
The entire abstract including the title (in bold, upper and lower case characters), authors (not bold!), affiliation (not bold), abstract text, figure(s) and table(s) must be submitted as a pdf file.

This file will be used for the abstract book (printed as a supplement of the journal "Swiss Medical Weekly").

Please divide your abstract into 4 paragraphs: background, methods, results, conclusions. Prepare your abstract in a text editing program (e.g. Microsoft Word). Use **one** A4 page (one page is the maximum allowed length of abstract !!!), set margins to 25 mm on all sides. The only fonts to be used are Arial or Helvetica. Minimum font size = 16 (This is very important, because for printing the abstract book, the abstracts will be reduced to 50% of their size to print 4 abstracts per A4 page. If you use smaller fonts, your abstract will not be readable in the abstract book.)

Integrate all tables and figures into the word document. Safe the document as a doc or docx file, convert into a pdf file. You will have to submit the pdf file of your abstract later during the submission process.