

## **GUIDELINES FOR POSTER SUBMISSION FOR KOLKATA RETINA CONCLAVE 17<sup>th</sup>-18<sup>th</sup> May 2025**

**All abstracts shall be submitted ONLY via online submission system**

**The presenter must be registered for the conference, to be eligible for presentation and participation**

**Submissions open only for E-POSTERS**

1. Each PRESENTING AUTHOR can submit maximum of 2 posters out of which only 1 will get selected.
2. Not more than 3 co-authors are allowed
3. Topic should be limited to VITREO-RETINAL DISEASES.
3. Title of the Poster cannot exceed 100 CHARACTERS INCLUDING SPACE
4. Synopsis cannot exceed 1000 CHARACTERS INCLUDING SPACE
5. All awards will be given to the presenting author only.
7. Institution affiliation and doctor's name in the title/ abstract to be avoided.
8. Abstract to be submitted in word/ PDF format only
9. Abstracts submitted successfully shall be acknowledged via email along with abstract submission ID, which should be quoted for further correspondence. In case you do not receive an acknowledgment within 24hrs please contact [kolkataretinaconclave2025@snmail.org](mailto:kolkataretinaconclave2025@snmail.org)

### **Selection**

The abstracts will undergo evaluation by expert Committee. A total of 10 posters will be selected for display based on the scores secured in the evaluation. Intimation of selection with panel number will be conveyed to the presenting author by email.

### **Awards**

The Presenting author or a co-author will need to be present next to their poster during the judging session. The judging session time will be intimated to the presenting author by email.

### **General Guidelines**

Use large print and shade or color block letters when possible. Fully disclose all commercial relationships relevant to the subject matter.

### **Poster Display**

Posters should consist of information on the following topics:

1. Title
2. Introduction
3. Material and Methods
4. Discussion
5. Conclusion
6. Reference

***Information regarding dimensions and display of posters shall be intimated to those selected, by email***

**Last date of submission is 30 April 2025**