

## **RULES AND REGULATIONS OF THE CASE REPORT SESSION OF THE CONFERENCE SHAMELESS GDAŃSK**

### **CONDITIONS OF ATTENDANCE IN THE CASE REPORT SESSION**

1. The case report session takes place on the November 30th 2019 in CMN Centrum Medycyny Nieinwazyjnej. Full address: ul. Smoluchowskiego 17, 80-214 Gdańsk, Poland.
2. The authors of the submitted case reports have to be undergraduate students, graduate students and young scientists.
3. Abstracts can be submitted by sending them to [shameless@gumed.edu.pl](mailto:shameless@gumed.edu.pl). The title of the email should be in the following form "CASE REPORT - name and surname of first author"
4. Active participants' registration is open from 01.10.2019 until 03.11.2019. Extensions may apply.
5. The abstract must be submitted until 03.11.2019 23:59. Extensions may apply.
6. (All the deadlines, including the final submission deadline will be announced on the webpage <https://shameless.gumed.edu.pl> as well as on the Facebook page of the conference <https://www.facebook.com/Shameless-Gdańsk-Studencka-Konferencja-Urologiczno-Dermatologiczna-105801244136649/>).

### **ABSTRACT REQUIREMENTS:**

1. The case reports presented in the competition session have to be related to dermatology, venereology, urology or oncology, the latter being limited to the male reproductive system.
2. The official languages of the Competition Session are Polish and English. All cases must be written and presented in either one of the languages.
3. Submitted abstracts can have maximum 5 coauthors. However, only the first author can present the case report. The presenting author is responsible for the content and form of the abstract.
4. One participant can be the author/coauthor of maximum 2 submitted case reports.
5. An abstract should consist of 3 parts: Introduction, Case Description, Conclusions. It should not exceed 500 words. The word count has to include: name of the authors/coauthors, name of the tutor, name of the affiliation and the title.
6. The abstract is not allowed to contain graphs, picture images and other graphic forms. Only plain text is allowed. Special symbols such as:  $\alpha$ ,  $\geq$ ,  $\delta$  etc. are allowed.
7. Submitted abstracts have to be written using the font Calibri size 11, single leading.
8. Abstracts have to be submitted in both PDF and doc/docx format.
9. In order to be taken under consideration, a case report has to meet all of the criteria mentioned above.

10. The Scientific Committee will choose 7 best abstracts, which will be presented during the Case Report Session on 30.11. 2019.
11. The authors of the chosen abstracts will be notified per e-mail.
12. All qualified abstract will be published in the book of abstracts. Submission of an abstract is equivocal to consent to publishing the abstract in that form.

## **RULES OF PRESENTING QUALIFIED CASE REPORTS**

1. Authors of the qualified abstracts have to submit their case report presentation until 23.11.2019 23:59 to the e-mail address [shameless@gumed.edu.pl](mailto:shameless@gumed.edu.pl). Missing the deadline is tantamount to exclusion from the Case Report Session.
2. The multimedia presentation of the case report has to be in Polish or English. Both multimedia and oral presentation have to be either fully in Polish or English.
3. A case report is to be presented only by the first author.
4. The multimedia presentation of the case should be submitted in a format that can be operated by Microsoft Windows, in .pptx (preferably), .ppt, .pps or .ppsx format. The organizers do not take any responsibility for technical difficulties that may arise due to software incompatibility.
5. Case report presentations should not exceed 7 minutes and the discussion should take not longer than 3 minutes.
6. The Session Co-ordinator or a member of scientific committee has the right to interrupt any report or discussion after a lapse of time given.
7. The presenting author is obligated to participate in the discussion after finishing presentation. Co-authors and the audience are also allowed to participate in the discussion with the questions from the Jury having priority.
8. All the presentations will be judged by the Jury consisting of the members of the Scientific Committee
9. Among the presentations, the jury will chose 1st, 2nd and 3rd place. The authors of the best presentations will receive a certificate and an award. Additionally, one presentation will be granted an audience award
10. All Jury's decisions are final and cannot be reversed.
11. Any questions and comments concerning the Case Report Session can be sent to: [shameless@gumed.edu.pl](mailto:shameless@gumed.edu.pl)

Ewa Maria Sokolewicz  
Head of the Shameless Case Report Session Committee