

Philippine College of Surgeons

COMMITTEE ON SURGICAL RESEARCH

GENERAL GUIDELINES

2nd FREE PAPERS SESSION and POSTER PRESENTATION

I. Introduction

This is a scientific research paper session and poster presentation open to PCS Fellows and surgical residents coming from all surgical specialty societies, PCS Chapters under the Philippine College of Surgeons (PCS), and /or surgical training institutions. The Free Papers and Poster Presentation is also open to international surgeon delegates. The PCS Committee on Surgical Research will choose fifteen (18) qualified papers for poster presentation, twelve (12) of which will be presented during the Free Papers session.

II. General Guidelines

1. Criteria for Eligibility (all must be satisfied)
 - a. The research must have been done in the Philippines by a PCS Fellow, or surgical resident/fellow in-training in any of the accredited hospitals. For international papers or papers done by foreign authors, a letter of endorsement from their country's surgical society is required.
 - b. The research paper must not have been published in any local or foreign journal.
 - c. Research papers which have been presented in other scientific meetings are still eligible for entry.
 - d. The research was performed in accordance to ethical practices and has been approved by a formally constituted review board (Institutional Review Board or Ethics Committee). A copy of this approval should be submitted with the manuscript.
2. The research papers must be submitted strictly as follows:
 - a. It must be typewritten, double-spaced, using font sized 12, in a 8.5" x 11" white bond paper following the enclosed Philippine Journal of Surgical Specialties (PJSS) Instructions to Authors (as seen in the PCS website)
 - b. The first page should contain the abstract of the paper and should follow the PJSS format.
 - c. One of the authors should be a Fellow of the PCS or of their specialty society. For papers written by international authors, the aforementioned endorsement from their country's surgical society will suffice.
 - d. A hard copy of the manuscript must be placed in an individual folder and an electronic copy must be submitted.
 - e. The hard copy and the electronic copy of the manuscript must be placed in a large brown envelope labeled as and sent to:

PCS Surgical Research Free Papers Session
Philippine College of Surgeons
PCS Committee on Surgical Research
4th Floor, Philippine College of Surgeons Bldg.,
992 EDSA, Quezon City 1105

3. Deadline for submission of entries: **NOVEMBER 2, 2018 (Friday)**.
4. The Committee on Surgical Research will review all entries and choose 18 papers which shall be presented as posters during the 74th Annual Clinical Congress. Twelve (12) of these papers will be chosen for oral presentation during the Free Papers Session scheduled on December 2, 2018 (Sunday) from 1:30pm to 3:30pm at the Rosal Room, Edsa Shangri-La Hotel, Mandaluyong City.
5. Submitted entries shall be considered for possible publication in the Philippine Journal of Surgical Specialties (PJSS) unless otherwise stated by the author that he intends to publish it in another journal. A consent and waiver form will be asked to be signed by the authors for such purpose.

II. Rules of the Free Paper Session

1. The twelve (12) papers to be presented during the Congress will be chosen by the PCS Committee on Surgical Research.
2. Criteria for Selection of Papers for presentation:
 - a. Research Methodology 60%
 - b. Relevance 20%
 - c. Manuscript 10%
 - d. Originality 10%
3. Oral presentation will be limited to 7 minutes.
4. There will be an Open Forum after each presentation to allow the audience to ask questions.
5. As an incentive, all oral presenters (both local and foreign) will be given certificates of participation for the presentation and poster. They will also be entitled to free registration for the Congress (main author/presenter only).

III. **Rules of the Digital Poster Exhibit**

1. Posters will be shown in digital format during the entire Congress period. Papers for the poster presentation should submit an electronic copy of their poster by **December 2, 2018** (Sunday) to the PCS Secretariat.
2. The poster should be in both PDF and PowerPoint format (1280x525). At the top of the poster space, a heading containing the Abstract, Title, Name(s) of Author(s) and Institution should be printed. The lettering for the last three (3) data should not be less than font size 48 point. Body text should not be less than 24 points. Limit colors to 2-3 only.
3. The Poster should include the following items:
 1. Abstract, Title, Author(s), Institution
 2. Introduction
 3. Materials and Methods
 4. Results
 5. Conclusion
 6. Graphs
 7. Pictures/Illustrations
4. As an incentive, all poster presenters (both local and international) will be given certificates of participation. They will also be entitled to free registration for the Congress (main author only).

/revised 2018