

## Dying to meet you: Abstract Submission Guidelines

The Congress Organizing Committee of the 2020 annual meeting of the Dutch Society of Forensic Medicine is pleased to invite you to submit an abstract for the symposium 'Dying to meet you'. The meeting will be held on November 19<sup>th</sup> and 20<sup>th</sup>, at the Intell Hotel in Rotterdam. Researchers in the field of forensic medicine, forensic toxicology, forensic radiology, forensic anthropology and forensic pathology are welcome to show their work.

Abstracts must be submitted via the online portal of the symposium.

### Abstract Types

The following submission types are available. Please see the respective sections below for further details:

- Research Presentation: oral
- Research Presentation: poster
- Case report: poster

### Abstract language and editing

All abstracts have to be submitted in English. Please make sure that your abstract is properly structured and checked for English spelling and grammar.

### Submitter/Presenter

The abstract has to be submitted by the presenting author. The presenter will receive all notifications and is responsible for the poster presentation and/or the oral presentation.

### Conflict of interest

Each abstract should contain a conflict of interest statement:

- No conflicts: Please add the following text: *The authors whose names are listed immediately below certify that they have NO affiliations with or involvement in any organization or entity with any (non) financial interest in the subject matter or materials discussed in this manuscript.*
- Conflict of interest: Please add the following text: *The authors whose names are listed, report the following details of affiliation or involvement in an organization or entity with a (non)financial interest in the subject matter or materials discussed in this manuscript.*
  - Provide details on (non)financial interest for each individual.

## **Case Reports**

Case reports will only be accepted as a poster presentation.

### **Research Presentation: oral**

- A single spaced, one page length document containing a minimum of 400 words to a maximum of 700 words.
- Each abstract should consist of:
  - A short, specific title.
  - Names and affiliations of all authors.
  - Introduction.
  - Materials and methods.
  - Results.
  - Discussion.
- Each scientific session meeting room will be equipped with a pointer, podium, microphone, LCD projector, and screen.
- The allotted presentation time for accepted abstracts will be 10 minutes. That includes 3 minutes time for discussion.

### **Research Presentation: poster**

- Each abstract should consist of:
  - A short, specific title.
  - Names and affiliations of all authors.
  - Layout for the rest of the abstract is free.
- For each poster presentation a 1210 x 960 mm. (maximum poster size) tack board will be provided with on which the poster can be mounted. Thumb tacks will be provided.
- Authors have complete freedom to choose ways of displaying their information in figures, tables, text, photographs, etc. However, they should avoid crowding too much information into a limited space. The poster may be augmented by the use of manuscripts and sketch pads with marking pens.

### **Case report: poster**

- For each poster presentation a 1210 x 960 mm (maximum poster size) tack board will be provided with on which the poster can be mounted. Thumb tacks will be provided.
- Authors have complete freedom to choose ways of displaying their information in figures, tables, text, photographs, etc. However, they should avoid crowding too much information into a limited space. The poster may be augmented by the use of manuscripts and sketch pads with marking pens.
- If the poster contains images of persons there must either be consent to publish from the patient or next of kin (in case of a deceased patient). If consent cannot be obtained, then

poster can only be displayed if the information can be sufficiently anonymised. Anonymization means that neither the patient nor anyone else could identify the patient. A consequence of any anonymization is likely to be the loss of information/evidence.