The Scientific Program Committee of the Asian Society of Paediatric Anaesthesiologist (ASPA) and Indonesian Society of Paediatric Anesthesiologist and Critical Care (ISPACC) 2019 symposium invites you to submit an abstract of your scientific research, for presentation at the ASPA ISPACC 2019 in Surabaya.

Participants must submit their abstracts and full papers before the competition.

Abstract submission will close by **Friday, July 19, 2019**, and Full Paper submission will close by **Friday, July 26, 2019**.

**Before preparing your abstract and completing the submission process, please read this document carefully**

**ABSTRACT SUBMISSION GUIDELINES**

Submission of the abstract is only via email address: aspa.ispacc2019@gmail.com. Please ensure you have read through all the information provided in this webpage regarding the submission of your abstract.

Lodgement of the abstract acknowledges you agree to the terms and conditions detailed below.

**Submissions must be for original research, and not previously submitted and presented at a major Indonesian or international meeting as an oral and/or poster presentation, or previously published in a journal. Submissions found to have been previously presented will be deemed ineligible.**

Download the Abstract Template file (Call for Abstracts Template) from the website and use that to construct your submission. The headings are an indication of the expected format.

All research on humans and animals must have prospectively approved ethics clearance. The approval date, number, clinical trials registry number (if applicable), and ethics committee details must be included in the submission. **Attach a copy of this ethics approval letter to your submission.**

A maximum of 400 words is allowed for the abstract body, any may include ONE graph and/or ONE table of direct relevance to the results. The list of authors and affiliations and ethics clearance information, does not count towards the abstract word count. Any abbreviations must be spelt out on first use. The template lists the font details for the abstract.

A full description of the poster requirements and other details will be sent out once your abstract has been accepted.

**Important**

- The deadline for all abstract submissions is **Friday, 19 July 2019**
- The main topics of this competition are:
  - Emergency case(s) in Pediatric
  - Pediatric Intensive Care
  - Pediatric Anesthesia
Please remember that submitting an abstract does NOT automatically register you as a Symposium delegate.

Accepted presenting authors will be required to pay and register for the Symposium by the end of **July 19th 2019**. Failure to pay will result in the abstract being withdrawn.

All communications regarding your abstract submission will be sent to the email address you provide when submitting.

We recommend that the email address belongs to the main author who will be presenting at the Symposium.

If the presenting author is unable to attend the Symposium, the abstract will result in the abstract being withdrawn.

Submissions must be in English.

**FULL PAPER SUBMISSION GUIDELINES**

All authors must agree with the entire contents of submitted paper and consent to being listed as authors.

Paper must not have been submitted to any other national or international meeting.

Paper is based on scientific and/or clinical methods that are ethical and valid.

Full paper must be submitted in ENGLISH only.

Full paper should be written in Microsoft Word format (Times New Roman, 12 font size and single spacing). Page margins are formed to regarding the A4 page size and 3 cm wide from right, left, top and bottom.

For the research category, the following sub-topics must be included: Introduction, Objectives, Method, Result, Discussion, Conclusion.

For the case report category, the following sub-topics must be included: Introduction, Case Report, Discussion, Conclusion.

Full paper must be between 5000 and 6500 words and must be contained in 20 pages including tables and references.

References should be completed and in Harvard style. They should contain full bibliographical details and journal titles should not be abbreviated. For multiple citations in the same year use a, b, c immediately following the year of publication. References should be shown within the text by giving the author's last name followed by a comma and year of publication all in round brackets, e.g. (Fox, 1994). At the end of the article should be a reference list in alphabetical order.

**Terms and Conditions**

By submitting an abstract for presentation, you agree to the following terms and conditions:

- You have read, agreed to and meet the eligibility criteria and presentation format requirements of the research sessions that you have applied for.
- This includes appropriate ethics approval has been granted.
- This includes that the submission is for original research, not previously published in a journal, or presented in any format at a major Indonesian or international meeting.
• You confirm that the submission has been approved by all authors.
• The acceptance of an abstract does not imply provision of travel, accommodation or registration for the ASPA ISPACC Symposium, nor any other costs associated with preparation or presentation of the abstract, or any costs associated with attendance at the ASPA ISPACC 2019.
• Authors will pay and register for the Symposium by the given deadline. Failure to register will result in the abstract being withdrawn.
• You give the ASPA ISPACC 2019 permission to publish your abstract and/or Power Point presentation on the Symposium or ASPA ISPACC website, on CD ROM, USB drive and in the Symposium Handbook if it is accepted for presentation.
• You give the ASPA ISPACC 2019 permission to film or photograph your presentation at the Symposium, post it on the ASPA ISPACC website or distribute it to ASPA ISPACC delegates via USB drive, CD-ROM, hardcopy or online.
• You give the ASPA ISPACC permission to publish your abstract in the journal

**POSTER PRESENTATION GUIDELINES**

Poster presentation will be held on **Friday, August 2, 2019**
All participants must print their poster in A0 paper format
All participants must send their printed poster to committee **before August 2nd, 2019**

**Important Dates**
Deadline for submission of abstracts: **Friday, 19 July 2019**
Deadline for submission of full paper: **Friday, 26 July 2019**
Early Bird Registration deadline: **Friday, 31 May 2019**
Poster competition : **Friday, August 2, 2019**