



Call for Abstracts

The 5th Annual Scientific Meeting
Hong Kong Society of Biological Psychiatry
Biological Social Psychiatry

20 March 2011
Holiday Inn Golden Mile HK

www.hksbp.org

Please submit abstract and completed abstract submission form to:

HKSBP Secretariat by email: enquiry@hksbp.org

Important Dates: Submission Deadline: **17 January 2011, Monday**

Notification of Acceptance: **31 January 2011, Monday**

PowerPoint Submission Deadline: **7 March 2011, Monday**

The Scientific Committee would like to invite participants to submit abstracts for free paper presentation in the conference programme. Accepted abstracts will be published in the Programme Book which will be distributed to all delegates. The Committee reserves the right to reject abstracts and edit the language.

Instructions for submitting abstracts

1. Abstracts must be relevant to the field of biological psychiatry and should preferably contain original methodology or data.
2. Authors and presenters should complete registration before the submission of abstracts
3. Authors are required to fill out the Abstract Submission Form below.
4. Authors who wish to submit more than one abstract should fill out a separate submission form.
5. Abstracts must be submitted electronically as an email attachment to the secretariat at enquiry@hksbp.org, not later than 17 January 2011, with the email subject line reading "HKSBP 5th ASM: Paper Submission".
6. Abstract should be typed single-spaced in MS Word format in English using 12-point font of Regular Times New Roman in not more than 300 words (inclusive of all text e.g. abstract title and authors' names).
7. Abbreviations may be used, but they must be placed in parentheses after the first usage. DO NOT use symbols or special characters such as β (beta), α (alpha), μ (micro) etc, please spell them out in full. As they cannot be guaranteed to be reproduced as submitted.
8. Please use generic name of drugs and avoid any other trademarked references.
9. Authors: Please place authors in separate lines BEFORE the title. Initials should precede the family name; omit degrees and titles. Indicate the institutions and countries where the work was done. Please underline the name of the presenting author only.
10. Title: This should be succinct and clearly state the nature of the investigation. Abbreviation should be avoided in the title but may be used in the text as they will be defined on first usage. Type the title in **bold**, but DO NOT capitalizes nor underline it.



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11. The content of the abstract should start without any indentations and should arrange the text as follows:
12. Introduction/Objective – e.g. state specific objective and background of the study
13. Method – e.g. state method used, study design, patient sample etc., if pertinent
14. Results – e.g. summaries results obtained
15. Conclusions – e.g. state conclusions reached. Statement such as “results will be discussed” or “data will be presented” will not be accepted.
16. Acknowledgement – credit source(s) of funding for research project, if any
17. Do not include graphs, diagrams nor photographs in your abstract, as they cannot be guaranteed to be reproduced as submitted.
18. Please ensure that your abstract do not contain any spelling, grammar or scientific errors as it will be reproduced exactly as submitted. Any new or amended versions cannot be guaranteed to be printed nor reviewed.
19. The abstracts will be reviewed by Scientific Committee, which will make decision with regards to the acceptance for oral presentations and/or publication only or not accepted. It is subject to the final decision of the Committee.
20. All accepted abstracts will be published in the 5th ASM Programme Book and will be distributed to the registered participants.
21. All presentations including oral, PowerPoint slides are to be in English. The PowerPoint slides are required to submit to the Secretariat at enquiry@hksbp.org on or before **7 March 2011**, please mark subject as “HKSBP 5th ASM: Oral Presentation”.
22. All correspondence and information regarding notification of acceptance for presentation, publication or rejection, guidelines and schedule of presentation etc. will be emailed to the presenting author at the email address given on the Abstract Submission Form below.

For further enquiry, please contact:

The Secretariat of HKSBP c/o SAN Marketing Consultant Limited
Unit D1, 9/F, Block 3, Camel Paint Building, Kwun Tong, Kowloon
Tel: 6053 6282 Fax: 3905 5708 E-mail: enquiry@hksbp.org



Abstract Submission Form

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E-mail to: enquiry@hksbp.org

Please fill in details of the presenting author.

Please type in BLOCK letters and ✓ where appropriate.

<input type="checkbox"/> Prof.	<input type="checkbox"/> Dr.	<input type="checkbox"/> Mr.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.
Family name: _____	First name: _____			
Position: _____				
Organization: _____				
Address: _____				
City: _____	Country: _____	Postal code: _____		
Phone: _____	Fax: _____	E-mail: _____		
Abstract previously presented in another meeting: <input type="checkbox"/> Yes / <input type="checkbox"/> No				

Kindly make sure that you have read the instructions carefully BEFORE you type your abstract.

Authors:
Title:
Introduction:
Method:
Results:
Conclusions:
Acknowledgement:

For official use only:

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Score:

Publication

Oral Presentation