



COLOMBO MEDICAL CONGRESS, 2025

25th – 28th November 2025

“Shaping the Future Doctor through Education, Research and Innovation”

GUIDELINES FOR SUBMISSION OF ABSTRACTS

1. The abstract must report original research, protocols of original research, systematic reviews or metanalyses and case studies, not previously published elsewhere.
2. At least one of the co-authors should be affiliated to the Faculty of Medicine Colombo or Colombo Medical School Alumni Association (CoMSAA)
3. An author may submit one abstract as a single author and one abstract as a co-author OR no more than four abstracts as co-author.
4. Abstracts may be submitted under Open or (undergraduate) student categories.
 - i. Abstracts submitted under the student category: Should comprise of abstracts arising from research projects carried out during the period of undergraduate study at the Faculty of Medicine Colombo and should be presented by the student who carried out the project. The abstract should be co-authored by a permanent staff member of the faculty or a member of CoMSAA. (A predetermined number of suitable abstracts submitted under the student category may be selected for presentation under the open category)
5. The title should be brief and reflect the study reported and written in sentence case with the capitalization of proper nouns.
6. The author/s names and addresses –
 - i. Capital letters should be used only for the initials and the first letters of the surnames of authors.
 - ii. The address of the Institution in which the work was carried out should be included under the author's name.
 - iii. If the collaborators are from different Institutions, the addresses of the Institutions should be included in brief. In this case, the addresses of the co-authors should be indicated by a number in superscript after the authors' names and before the respective addresses (as shown below).

Example (multiple authors):

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²Department of Plant Sciences, University of Colombo, Sri Lanka.

7. The text of the abstract should not exceed 300 words excluding title, author affiliations, acknowledgments and keywords. The abstract must be structured into Introduction, Methods, Results and Conclusions.
8. A maximum of five keywords should be provided.
9. Acknowledgements should be restricted to the name/s of funding agencies along with the grant number/s.
10. Standard abbreviations of SI units should be used.
11. The abstracts should be coherent and free of plagiarism or language errors.
12. Before you submit your abstract ensure that the entire contents of the final abstract fits into a single A4 page with 1” margins all around, Times New Roman size 11 and 1.5 spacing.
13. The abstract/s should be emailed to the editors – Indicate the category (undergraduate student/open) and the title of the abstract in the subject line of the email
14. During submission, in addition to your full abstract as a Word document, a formatted PDF version of your abstract should also be attached. The PDF attachment should not contain author details.

15. Declaration by the authors

- i. The annexed declaration form must be signed and returned by the Corresponding Author via email (scanned copy) along with each abstract submitted.

16. Please note:

- i. All correspondence will be addressed to the corresponding author.
- ii. In the event that the presenter indicated in the application is unable to present the paper, it is the responsibility of the corresponding author either to withdraw the paper in advance or arrange for one of the co-authors to present the paper. In the event that the abstract is not presented, the abstract will be withdrawn from the final abstract book, and all co-authors will be notified.
- iii. Ethical considerations - where applicable, the name of the Ethics Review Committee along with the approval number should be provided during submission. For clinical trials, the clinical trials registry number should be submitted.

- iv. All financial and non-financial competing interests/conflicts of interest must be declared.
- v. The Editorial Committee has the right to reject the abstracts not conforming to these requirements.



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