

Philippine Association for Laboratory Animal Science

Research and Biotechnology Division, St. Luke's Medical Center, Quezon City
Tel No. (02) 218-2659

SCIENTIFIC PRESENTATIONS: ORAL AND POSTER

***Abstracts Accepted for Oral and Poster Presentation will be published in the
2019 PALAS Scientific Conference Proceedings***

Deadline of submission for electronic copy of abstract: Received **on or before March 1, 2019.**

QUALIFICATIONS

1. Researches to be presented must be original, unpublished, and completed within the last two (2) years.
2. Ideally, the Presenter should be the First Author. If the First Author is not available, the presenter must be at least one of the co-authors of the paper.
3. Presenter/s should be present during the 2019 PALAS Scientific Conference.
4. **Pre-registration is required for presenters.**

SUBMISSION OF ABSTRACT

1. Abstracts must be submitted electronically to email address: palassecretariat1998@gmail.com.
2. In the SUBJECT line, use the following format: PALAS2019 Abstract: Last Name, Institution (ex.: PALAS2019 Abstract: Cena, UPM)
3. In the body of the email, please indicate the following: Presentation Title, Author/s: (underline the presenter's name), Institution, Correspondents' email address. Indicate also if the presenting author is an undergraduate student, graduate student, postdoc or professional.
4. All abstracts should be written in English following the format in the PALAS2019 Abstract Template.
5. The PALAS Scientific Committee will screen the submitted abstracts deemed for oral or poster presentation.
6. Selected abstracts for poster presentation will be classified under two categories: 1) Student, and 2) Professional.
7. The corresponding author will be notified of acceptance and schedule of presentation thru email.
8. Submit also a one-page curriculum vitae or biography of the presenter.



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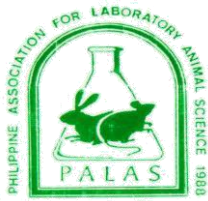
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AWARDS

1. Oral presentations and Posters will be judged during the 2019 PALAS Scientific Conference by Technical Evaluators chosen by the PALAS Scientific Committee.
2. The top three (3) best oral and top three (3) best student and professional poster presentation winners will be chosen by the Technical Evaluators.
3. The decision of the Oral and Poster Technical Evaluators is final.
4. The winners will be announced, and their certificates and cash prizes will be given during the Awarding Ceremony at the 2019 PALAS Scientific Conference.

FAILURE OF AUTHOR/S TO PRESENT THEIR WORK DURING THE CONFERENCE

1. If, for any reason, the authors will not be present during the 2019 PALAS Scientific Conference, they should provide **advance notice** on or before April 30, 2019.
2. If the First Author will be unable to present his/her work, s/he MUST submit a request for approval of a co-author listed in the abstract as substitute presenter.
3. If none of the co-authors can take the First Author's place, a letter of Abstract Withdrawal MUST be submitted.
4. Failure to provide advanced notice will result in rejection of the First Author's abstract submission for the succeeding PALAS Annual Scientific Conferences.



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APPENDIX A.

GUIDELINES IN THE PREPARATION OF POWERPOINT AND ORAL PRESENTATION FOR THE 2019 PALAS SCIENTIFIC CONFERENCE

I. Length and Format of PowerPoint Presentation:

1. Presentation must be no longer than 15 minutes.
2. Presentation must be in MS Office Powerpoint 2007 or later version (landscape orientation).
3. Font size should be large enough to be seen clearly at the rear of the conference hall.
4. Product endorsements are not allowed during the scientific session. If a commercial product is used in the study, it must be referred to by its generic name (no brand names) in the abstract and during the presentation.

II. Day of Oral Presentation

1. The presenting author must be present at the assigned date and time.
2. Please register at the speakers' table upon arrival at the venue to be provided with an ID and conference kit.
3. Submit a soft copy of the powerpoint presentation to the Scientific Conference Chair before 8:00 A.M. on the day of presentation (presentation may also be emailed ahead of time). Make sure a backup copy is at hand. Should you wish to review your presentation please ask the protocol person for assistance.
4. The presenter is allotted 15 minutes for oral presentation and 5 minutes for question and answer. A protocol officer will assist you during the presentation.
5. The Technical Evaluators will be present during the presentation.
6. Presenter will be given a Certificate of Paper Presentation during the 2019 PALAS Scientific Conference.