**Guidelines for Abstract Preparation and Submission**

**International Research Symposium**

**Faculty of Allied Health Sciences**, **University of Ruhuna, Sri Lanka (iRuFARS - 2024)**

Abstract should be written in a structured format under the following **five** sub-headings,only inTimes New Roman font with margins (Top, Bottom and Right -2.5 cm each, Left - 3 cm). Abstract should be fitting to a one page with the above settings.

* Background
* Objective/s
* Methods
* Results
* Conclusion/s
1. Word limit for the abstract is 300 words (excluding the title, author’s names and affiliations).
2. The abstract should be submitted in the **Microsoft Word** template provided, using the following format.

***Title****:* maximum 100 characters/two rows, font size 12, single line spacing, bold, centred, capitalised each word of the title except for prepositions (*of, into, between, through, to, for etc.*), articles (*a, an, the etc.*), and coordinating conjunctions (*and, but, or etc.*).

***Authors’ names:*** (font size 10, centred) should be written with the family name followed by initials with periods. Authors' affiliations should be marked with superscript numerals. If all authors have the same affiliation, superscript numerals should not be used.

***Authors’ affiliations***: (font size 10 points, italic, centred) should be written in separate rows when there are more than one. The name of the presenting author should be underlined.

The corresponding author should be indicated with a superscript # sign and his/her email address should be provided as indicated in the template (E-mail: name@institution.domain (font size 8)

***Body of the abstract:*** (font size 10, single line spacing**)**

1. Maximum of **five** keywords should be mentioned at the end of the abstract. Organise keywords in alphabetical order and place them in italic fonts, separate the words by commas.
2. Abbreviations should be defined at the first time it is used.
3. If scientific terms of organisms, botanical names, etc., are included, they should be written in italics. If vernacular names follow the scientific name, they should be included in parentheses.
4. Only the research grants should be acknowledged under the ‘Acknowledgement’.
5. Abstracts should be submitted online on or before the **25th of April 2024**.
6. One author can submit a maximum of **three** abstracts.
7. All abstracts should be submitted in English language without grammar, typographical and spelling mistakes.
8. Mode of the presentation will be decided by the reviewers.
9. The abstracts that are already submitted or published at a scientific conference/journal, should not be re-submitted to the iRuFARS.
10. If the presenting author is unable to present the abstract, a co-author can present with the prior approval from the organizing committee. If the abstract is not presented at the session, the corresponding author will be blacklisted from the iRuFARS for a period of **three** consecutive years, and a notification about the blacklisting will be sent to the relevant institution. The blacklisted abstracts will be notified in the proceedings of the next immediate iRuFARS.
11. The duly completed declaration form should be submitted together with the abstract.