

## **GUIDELINES FOR SUBMISSION OF PAPERS**

Scientific papers should be sent exclusively through <https://www.smiss-aseanmisst-sss2026.org/>

Accepted papers will be framed in **modalities/portals**. Authors are eligible to the following awards

### 6<sup>th</sup> SMISS AP Meeting

- Best Oral Paper
- Best E-poster Paper

### 9<sup>th</sup> SSS Annual Meeting

- Best Oral Paper
- Best E-poster Paper

### 11<sup>th</sup> ASEAN MISST Meeting

- Best Oral Paper
- Best E-poster Paper

1. The Scientific Committee may change the form of submission of approved papers.

2. Deadline for submission of papers: **APRIL 30<sup>TH</sup>, 2026**

3. The author who will present the work must registered to the meeting, with full registration fee paid.

4. Format for submission:

- TITLE: The abstract title should be brief and accurate. To be in a format of a sentence **with upper cases used grammatically**. It must not exceed the limit of 25 words.
- AUTHOR AND CO-AUTHORS: should start with surnames, followed by the initials of the names, separated by commas. Limit of 6 co-authors. In additional the institution of all must be informed.
- WRITING OF THE TEXTS should be divided onto items:
  - Introduction/Objectives
  - Materials and Methods
  - Result/Discussion
  - Conclusion
  - Maximum text size: 300 words and spaces (not including title, authors and institutions).

### Oral Presentation format

- Power-point with slideshow in landscape (horizontal) **16:9** (presentation of the screen)
- maximum file size: 700MB

## E-poster Presentation format

### File Specifications

- Please use the supplied sample to build your e-poster.
- The slide size must be in a **9:16 format at 142cm High x 80cm Wide**.
- The slides will be displayed on an Interactive Touch Screen Display that is in **Portrait Mode**.
- Ensure the fonts are legible (dark text on light background and light text on dark background).
- Please **avoid overcrowding the slides** to make it easy for the viewer to read.

E-posters **cannot be larger than 50MB** in size with a **maximum of 3 pages (2 slides per page)** including the introductory and conclusion slides.



### Images

- **JPEG** images are the preferred file format for inserted images and for on-screen presentations.
- Images should be inserted into the slide using the “insert/picture/from file” command.
- Please ensure that your images fit within the containing slide. You may have to resize and/or crop them.
- Compress your images using the “file/save as/tools/compress pictures” command.

As a suggestion the work should have 8 to 12 slides and contemplating:

- Title + Authors + Service: 1 slide
- Presentation + Introduction + Objective: 1 to 3 slides
- Methodology: 2 to 3 slides
- Results: 3 to 4 slides
- Discussion: 1 to 2 slides
- Conclusion: 1 slide.

5. There is no limit to abstracts per author but no more than one abstract based on the same research paper will be accepted.
6. The limit of authors for each work: 1 author and up to 6 co-authors. The presenter should be responsible for submitting the work.
7. The author can declare his presentation option (oral or poster). The Scientific Committee will follow the author's choice whenever possible.
8. After submitting the work, the author will receive the confirmation through the contract email informed in the application. This confirmation message is the guarantee that the job was submitted correctly. If you do not receive the email with the submission confirmation, the author should contact the secretariat immediately and before the submission deadline.
9. The acceptance status of the work will be made available in **May 10<sup>th</sup>, 2026**.

For more information, send an email to [admin@singaporespinesociety.org.sg](mailto:admin@singaporespinesociety.org.sg)