

CUHK Sleep 2018

*Comprehensive Workshop on Clinical Polysomnography
& Update Conference on Sleep Medicine
21 – 25 November, 2018 at Hong Kong SAR, China*

Prince of Wales Hospital, Shatin, Hong Kong

Official Abstract Form

(Please complete this form in BLOCK or TYPE SCRIPT letters. Please give a \surd in the appropriate box. Photocopy of this form is acceptable. **Only poster presentation is available at this meeting**)

Presenting author

Title: Prof. Dr. Mr. Mrs. Ms.

Last name: _____ | Initials: _____

Institution: _____

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Co-authors

Last name: _____ | Initials: _____

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(Limit to 300 words excluding the title, name(s) of author(s), name of institution and the country of origin)

Abstract Submission Process

Electronic submission instruction

1. *Electronic submission is the preferred method.*
2. Deadline for submission is **4 Aug 2018**.

Paper submission instruction

1. Abstracts may also be submitted on paper by mail to the congress secretariat.
2. Deadline for submission is **4 Aug 2018**.
3. The entire abstract should be typed or laser-printed within the space provided in the abstract form. .

Submission Regulations

1. More than one abstract may be submitted but a separate submission form is required for each abstract.
2. Once submitted, abstracts will not be returned.
3. The Organising Committee reserves the right to edit the language content and publish the accepted abstracts in the official publications of the meeting.
4. There is no fee for abstract submission but presenting author selected for presentation must be registered for the meeting

Notification

1. Authors will be notified of receipt by email.
2. Notification of abstract acceptance will be sent to the presenter not later than **22 Aug 2018**.
3. Only the presenting author will be notified of abstract acceptance.

Preparation of Abstracts

1. All abstracts must be submitted and presented in English.
2. Type the abstract using the form overleaf in single-line spacing in Microsoft Word format (6.0 is preferred) using 12-point font of Times New Roman. (maximum 300 words) Any abstract exceeding this limit will be automatically truncated.
3. Please type clearly within the frame, the title of the abstract in BOLD CAPITAL LETTERS, initial and last name of each author (do not include titles e.g. MD, PhD), name of the institution and country of origin on the top of the form, and underline the name of the presenting author. The author's name must be exactly the same in all abstracts when more than one abstract is submitted.
4. The abstract should contain summarized description of the following: a) Objective(s), b) Methods, c) Results and d) Conclusion. Simple tables or graphs (in blank ink) may be included.
5. Standard abbreviations may be used. Special or unusual abbreviation must be placed in parentheses after the full word the first time it appears.
6. Non-proprietary (generic) drug names are preferred and should be written in small letters. Each time the proprietary name of a drug appears, the first letter should be capitalized.

Publication of abstracts

Abstracts will be published in the meeting abstract book.

Congress Secretariat

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