

Call for Abstracts

Medical Association of Malawi-Scientific Conference and Annual General Meeting

26th -28th October 2023.
Sigelege Beach Resort, Salima, Malawi.

Theme:

“Health for All: Aligning Health Service delivery to the Malawi Vision 2063.”

Subthemes:

1. Leadership and governance
2. Service Delivery
3. Health System Financing
4. Health Workforce
5. Medical Products, Vaccines and Technologies
6. Health Information Systems
7. Research innovations including Artificial Intelligence in medicine
8. Roles of alternative medicine

Abstract Submission Deadline: 11th October, 2023

Please submit abstracts by email to: scientific_committee@mw-mw.org Or Visit the conference webpage at <https://www.ma-mw.org/>

Abstract submission guidelines

In the first instance everyone should submit their work to the conference as an abstract describing the proposed paper, work in progress, presentation etc as follows:

1. **Submission type:** Academic research paper, work in progress/posters, PhD research colloquium, case studies, non-academic contributions, round table proposals, debate, product demonstrations/exhibitor opportunities.
2. **Thematic Area:** Abstracts should be submitted responding to a specific subtheme of the conference.
3. **Title of presentation:** Please choose a brief title (maximum of 100 characters) that clearly indicates the content of the contribution. Please avoid abbreviations in the title. Abbreviations may be used in the text if they are defined when first used.
4. **Authors**
 - a. Principal author: Name, email, institution/ business affiliation
 - b. Co-authors: Names and institutions in brief.
5. **Abstract format:** Abstracts should be prepared in word and submitted as single page document. Font should be 12 point Arial. Please ensure that your abstract contains no more than 350 words. Please provide maximum relevant information in the abstract in the following format:
 - a. **Background and aims/Introduction/Scope/Purpose/Thesis**

- b. **Methods/Contents**
- c. **Results/Findings/Key points**
- d. **Conclusion**
- e. **Key-words:** Please indicate 3 keywords for your abstract
- f. **Conflict of Interest:** A brief statement of conflict of interest should be included at the bottom of the page; this is not included in the word count. Conflict of interest includes payments of any kind to the author or associates that might be considered to have possibly influenced the comments made in the abstract or in any intended presentation or poster. Conflict of interest does not disqualify authors, but must be disclosed. For most abstracts the simple statement “The authors declare no conflict of interest ” will suffice.

All abstracts will be scored on the basis of relevance to the conference theme and scientific quality. All submissions received by the due date will have all identification of the authors removed and will be sent for double-blind peer review.

Paper submission guidelines

You should have received an email telling you that your abstract has been selected for submission as a paper. This email will confirm the date for returning your full paper. Please note that this is a FINAL date. Earlier submission is encouraged as it helps us to manage the review process in a timely manner. Papers not conforming to the conference style may be returned.

Papers must not exceed 5000 words in length (2000 words for work in progress papers), including abstract, figures, references and appendices for a total of 10 pages. Files should not exceed 3MB in size.. References should follow the Vancouver style. Before submitting your paper, please ensure that it has been carefully read for typographical and grammatical errors. Papers can be produced in Microsoft Word and must not be sent in PDF format. Papers may be submitted as a .doc or .rtf attachment by email or on the conference web page.

Poster submission guidelines

If you are presenting your work via a poster, it is your responsibility to produce the poster and bring it with you to the conference. A poster should be self-contained and self-explanatory, allowing the viewer to proceed on his/her own while the author (you) is free to supplement or discuss particular points raised by the viewer. Presentations should be simple and clear and a combination of text and graphics is recommended. Remember that the viewer, not you as in the case of slide presentations, determines the time spent at each poster.

Poster Layout: Matt finish is preferable (but not an absolute requirement) rather than glossy paper as varying lighting in the venue can cause reflection on glossy

paper. Arrange the work in columns rather than rows as this is easier for the viewer to follow - an introduction should be placed at the upper left and a conclusion at the lower right. An abstract does not need to be included.

Illustrations: Figures should be designed to be viewed from a distance and should use clear, visible graphics and large type. Each figure or table should have a heading of one or two lines. Additional essential information should be provided a legend. Photographs should have good contrast, sharp focus and, if necessary, an indication of scale.

Text: Minimise narrative. Use large type in short, separated paragraphs. Numbered or bulleted lists are effective ways to convey a series of points. Do not set entire paragraphs in uppercase or boldface type. Do not attempt to put the full paper on the poster – no one will stay long enough to read it!

Titles and Fonts: Titles and captions should be short and easy to read, in a sans serif font for preference (e.g. Ariel). Use large lettering as this means a number of people can read the poster from a distance without overcrowding. Remember to caption your poster with the abstract title, author's names and affiliations.

Poster size: We recommend posters up to A1 in size – we would strongly encourage you not to go for less than A1.

Presentation guidelines

If you have had a paper accepted, or you have opted to submit only an abstract or extended abstract, you are expected to give a 5-10 minute presentation of your work with a further 2-5 minutes allowed for discussion. We strongly suggest that you restrict the number of slides in your presentation to 10 or fewer. Do not put too much text on a slide – you want the audience to listen to you and not to be reading your slides!

Submission Notification

You will receive an email notification of your submission within 72 hours of submission. Submissions not accepted for oral presentation may be encouraged to make poster presentations.

Contact the Medical association of Malawi secretariat in case you do not receive an acknowledgment/follow-up email from the conference secretariat within 72 hours of submission of your abstract: Isaac Wana +265 999 245 155, Regina Kachapila +265 999 787 114