

# New Zealand Pain Society Annual Scientific Meeting

Thursday 21<sup>st</sup>– Sunday 24<sup>th</sup> March 2024

The Dunedin Centre, Dunedin, New Zealand

## CALL FOR ABSTRACTS

You are invited to submit an abstract for consideration by the Organising Committee for presentation at the 2024 Annual Scientific Meeting of the New Zealand Pain Society Inc.

Abstracts are invited for Oral or Poster presentations. If you wish to submit an abstract for consideration by the Committee, you must also register to attend the Conference (full conference registration). You can register online at [www.nzps2024.nz](http://www.nzps2024.nz)

Abstracts must be submitted via the Conference website [www.nzps2024.nz](http://www.nzps2024.nz)

Please submit your abstract by **4pm Monday 4 December 2023**

Notice of acceptance will be sent to submission authors by **Monday 15 January 2024**

*Please ensure you read the following information before submitting an abstract.*

## PRESENTATIONS

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**Oral Presentations:** If you are selected to offer an oral presentation you will need to prepare and practise an 8-*minute presentation*. 2 minutes will then be set aside at the end of your presentation for Q&A. Standard audio-visual equipment will be provided: lectern, microphone, PC laptop, data projector and screen. All presentations will need to be presented in PowerPoint. Laptop changeover at the Conference WILL NOT be permitted.

You will need to provide your PPT presentation to the conference organisers by **Monday 26 February 2024**.




**Poster Presentations:** There will be a digital poster display onsite at the conference. You will need to upload a high-res PDF of your poster by **Monday 26 February 2024**. Your poster will be made available as a digital poster at the conference plus on the conference mobile app.

You will receive confirmation by email that the abstract has been received. If you do not receive confirmation, please contact the Conference Organisers ([conferences@w4u.co.nz](mailto:conferences@w4u.co.nz)). Your submitted abstract will be considered by the scientific committee for presentation.

## PRESENTATION AWARDS

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Awards may be presented in the following categories

-  "1st Presentation at a Conference"
-  "Best Free Paper"
-  "Best Poster"

Assessment will be based on content and presentation and the award will be open to all papers accepted by the Organising Committee. The judges will be appointed by the Organising Committee and the decision of the judges will be final. The awards will be presented during the Annual Scientific Meeting.

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## ABSTRACT FORMAT

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All abstracts should be original research. Case reports may be acceptable although the onus is on the author to demonstrate the significance of the report.

General specifications are:

- Length: 250 words or less, excluding presenters and department
- Text should be single spaced.
- Limit the number of authors to no more than 7
- Do not indent paragraphs
- All abstracts must be submitted in English

Your abstract should contain the following:

- **Title:** Sentence Case (not all capitals)
- **Body of Abstract:** Sentence Case. Your headings "**Introduction, Aims, Methods, Results, Conclusions**" need to be bold. Each heading should be its own paragraph. Sub headings may be used but should not be given separate paragraphs.
- **References:** References (maximum of two) in a list following the abstract. The style of the references should follow either the Harvard or APA method.
- **Abbreviations** may be used but must be spelt out in full at the first mention followed by the abbreviation in parentheses.
- **Authors / Presenters:** Sentence Case. Authors' names should be supplied in the surname-last format and should be in initial capital/lower case, not all capitals. All affiliations must state the authors' institution, city and country. e.g.:  
Brown, G., ABC University, Auckland, New Zealand  
Smith, A., XYZ Hospital, Christchurch, New Zealand

## INSTRUCTIONS FOR SUBMITTING AN ABSTRACT

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1. Go to [www.nzps2024.nz](http://www.nzps2024.nz)
2. Click on the "Call for Abstracts" page, then the "Submit your Abstract Here" button
3. Set up a profile for yourself and follow all the online instructions
4. Complete your abstract and copy it into the text box as requested.