



Instructions for Processing Abstracts

Requirements

Deadline: Sunday, February 4, 2024

1. The abstracts to be presented must be related to the Conference's thematic areas.
2. Abstracts must be framed in one of the following categories:
 - a. Service or community programs and projects
 - b. Research projects
 - c. Education and training activities
3. Abstracts can be submitted in Spanish or English.
4. Abstracts must be unpublished, which means that these must not have been presented or published at other national or international conferences.
5. A person may appear as the first author on only one abstract, but may be listed as a co-author on more than one. Only the first author or a co-author may present their work at this conference.
6. Do not exceed 300 words in each abstract using a 10-point Arial font.
7. The structure of the abstract must be as follows:
 - a. Title
 - b. Author(s)
 - c. Primary author's affiliation
 - d. Summary.
8. The submitting author must certify that all co-authors and mentors (if applicable) have read and approved the abstract before including their names in the work to be submitted.
9. In the case of research abstracts or service programs, the summary can be structured based on the following components:
 - a. Objectives
 - b. Methods
 - c. Results
 - d. Conclusions
 - e. References (updated 5 years or less)

10. **The deadline to submit the abstract is Sunday, February 4, 2024.**
11. The author must select whether he/she wishes to present the work by oral or poster format. The Scientific Committee may change your request depending on the availability of facilities and scientific program's needs.
12. Speakers of concurrent oral sessions will have a maximum of **15 minutes** for their presentation. This includes time allocated to answer questions. It is suggested that when preparing the abstract, the time scheduled for this type of session should be taken into consideration.
13. Persons whose abstract is accepted agree to register for the Conference, pay the established registration fee and present at the assigned time.
14. The Scientific Committee will be sending acceptance letters on or before **February 15, 2024.**
15. Approved abstracts will be published as submitted. Please ensure that the content of the abstract is correct and that it meets the established criteria.

Abstract Submission Platform

[EasyChair](#) is the Conference's official platform. Authors should use this resource to submit their research or educational project's abstract. The main author must create an account which will allow the creation of the author profile, complete the application form and submit the work to be evaluated.

Abstract publication

All accepted abstracts will be published, as submitted, in an "Abstract Supplement", a special digital issue of the refereed journal, *Puerto Rico Health Sciences Journal* (PRHSJ).

Contact us.

Telephones:

1+ (787) 274-0582 (direct);

1+ (787) 758-2525, extension 1420 (operator)

Email: conferenciasp.rcm@upr.edu

Cyber page: www.conferenciasprcm.org