

1ST Dr S. S. Badrinath Memorial Optometry Scientific Session

March 23rd 2025

GUIDELINES FOR ORAL PRESENTATION – ORIGINAL RESEARCH

Presentation Length

Presenters will be allotted **8 minutes** for an oral presentation and 2 minutes for questions.

Preparation of Slides and Format

All presentations should be prepared in MS PowerPoint. Kindly ensure that a legible font size is followed. A maximum of 20 slides shall ensure that the contents are delivered at an optimal speed.

The slides should contain the title, authors and affiliation, Abstract ID, brief background, aim and objectives, methodology, salient results, discussion and conclusion. References and funding agency should be quoted in the slides. Acknowledgements and conflicts of interest has to be mentioned at the end of the presentation.

Submission of Presentation

The presentation should be mailed in .ppt or .pptx format to drssbmemorial@snmail.org on or before **17th March, 2025 by 5.00 PM** in the following format: **Abstract Number_Regular/Student_Original Research** E.g.: SSBM2025001_Student_Original Research

*Please note: **Presenters will not be allowed to load their presentations on the day of conference.** Only the presentations that reach us by the deadline will be considered for evaluation.

For any queries, please contact: Ms Ekta Saha, Executive Administrative officer, Sankara Nethralaya Elite School of Optometry, Kolkata Ph:8910688040 / 033-66576003 | Email: sneso_kolkata@snmail.org / drssbmemorial@snmail.org

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March 23rd 2025

GUIDELINES FOR ORAL PRESENTATION – CASE REPORT

Presentation Length

Presenters will be allotted **5 minutes** for an oral presentation and 3 minutes for questions.

Preparation of Slides and Format

All presentations should be prepared in MS PowerPoint. Kindly ensure that a legible font size is followed. Ensure that necessary clinical images and photographs (without revealing the identity of the patient/subject) are present.

A maximum of 10 slides shall ensure that the contents are delivered at an optimal speed. The slides should contain the title, authors and affiliation, Abstract ID, brief background, case details, clinical findings, management, discussion and a take home message. References should be quoted in the slides. Acknowledgements and conflicts of interest has to be mentioned at the end of the presentation.

Submission of Presentation

The presentation should be mailed in .ppt or .pptx format to drssbmemorial@snmail.org on or before **17th March, 2025 by 5.00 PM** in the following format: **Abstract Number_Regular/Student_Case Report** E.g.: SSBM2025001_Student_Case Report

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GUIDELINES FOR E-POSTER

Slide Format

The presentation template attached in the mail should be used for preparing the slides. Kindly ensure that a legible font size is followed.

Dimensions: Height 45cm x Width 34cm

Preparation of Slides

The e-poster for original research should contain the title, authors and affiliation, Abstract ID, brief background, aim and objectives, methodology, salient results, discussion and conclusion.

The e-poster for case report should contain the title, authors and affiliation, Abstract ID, brief background, case details, clinical findings, management, discussion and a take home message. References should be quotes in the text and listed at the last section. Acknowledgements and conflicts of interest has to be mentioned at the end.

Submission of Poster

Presenters should mail their poster in two formats – JPEG and PDF format to **drssbmemorial@snmail.org** on or before **13th March, 2025 by 5.00 PM** in the following format: **Abstract Number_Regular/ Student_Poster** E.g.: SSBM2025001_Student_Poster

***Please note: Only the posters that reach us by the deadline will be considered for evaluation.**
The poster walkthrough is scheduled from 1:15 PM to 2:15 PM, and presenters must be available during their time slots for evaluation.

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