24th ANNUAL SCIENTIFIC MEETING

HONG KONG UROLOGICAL ASSOCIATION

3 November 2019, Sunday

**SUBMISSION OF ABSTRACT**

*To be completed by the Presenter*

Please select the appropriate box:

[ ]  Oral

[ ]  Moderated Poster

[ ]  Either Oral or Moderated Poster

[ ]  For UNC Nursing Symposium

|  |  |
| --- | --- |
| Surname:  | Given Name:  |
| Position:  | Department:  |
| Institution: |
| Correspondence address: |
| Office Tel: | Mobile: |
| Contact email: |
| Abstract title: |

Please note that the abstract form has to be completed according to the format of the sample provided and submit to abstract@hkua.org before

23:59 8th SEPTEMBER, 2019

***HKUA reserves the final right to decide on***

***the format of presentation of the abstract***

GUIDELINES FOR SUBMISSION OF ABSTRACT

1. The presenter **MUST** be a Member of the Hong Kong Urological Association. If you are not yet a HKUA member, please submit your abstract together with a completed Membership Application Form (downloadable from www.hkua.org) and a **Cheque** for payment of annual fee made payable to “HONG KONG UROLOGICAL ASSOCIATION”.
2. Please select preferential presentation format: (1) Oral; (2) Moderated Poster; (3) No preference i.e. either Oral or Moderated Poster; (3) UNC Nursing Symposium
3. Abstract must be typed **WITHIN** the frame provided in the abstract template (MS Word).
4. The following sub-headings must be used in the content of the abstract:

· Objective

· Patients & Methods

· Results

· Conclusion

1. Tables and figures must be adjusted to fit in the frame of the abstract template (MS Word).
2. Standard abbreviations may be used (e.g. TURP, PCNL). Other abbreviations must be indicated in parentheses after the first use of the term.
3. The content of the abstract (excluding title, subtitles, names of the authors and institution) **MUST NOT EXCEED 200 words.**
4. Abstract can ONLY be previously presented but not published.
5. Abstract must be submitted to the Conference Secretariat by **23:59 8th September, 2019.**

SAMPLE FOR REFERENCE

(PLEASE FOLLOW THE INSTRUCTIONS AS STATED BELOW)

The abstract content MUST NOT EXCEED 200 words.

**1. Use ‘Time New Roman’ font for the whole abstract**

**2. Title: Use font size 14 and bold**

(sample): **A decade of radical prostatectomy: From transformation to transcendence**

**3. Names of Author(s): Use font size 12; underline the name of the presenter**

(sample): RWM Kan, CF Kan, TCF Li

**4. Name of Institution : Use font size 12 and Italic**

(sample): *Division of Urology, Department of Surgery*

 *Queen Elizabeth Hospital, Hong Kong*

**5. Content of the abstract: Use font size 12; only bold the sub-headings**

**The following sub-headings MUST be used:**

**Objective:**

**Patients & Methods:**

**Results:**

**Conclusion:**

Abstract No.: \_