



## **MECHANICS OF CONTEST FOR ORAL PRESENTATION**

### **I. Rules for Oral Presentation**

1. All presentation shall bear no identifiers other than the title of the research and the department represented by the presenter.
2. Each presenter is given 7 minutes for the visual presentation (Microsoft-Power Point).
3. Time starts at the signal of the presenter.
4. At the fifth minute, a single-buzzer sound is given as warning.
5. At the seventh minute, double-buzzer sound is given for the presenter to stop.
6. Open forum follows after the presentation.
7. Presenter shall remain on the presenter's panel.
8. Each judge is allowed two (2) questions for each of the presenters
9. The presenter must be a current resident of their respective department and author (principal or secondary) of the research paper.

### **II. Criteria for Judging**

1. Please see attached parameters of score card for judging.
2. Presenters with overall score in the top three will be judged the winners (first, second and third respectively).
3. There will be a toss coin to break the tie to be conducted by the judges among the competing authors.
4. The decision of the judges is final and non-contestable.

### **III. Guidelines for Submission**

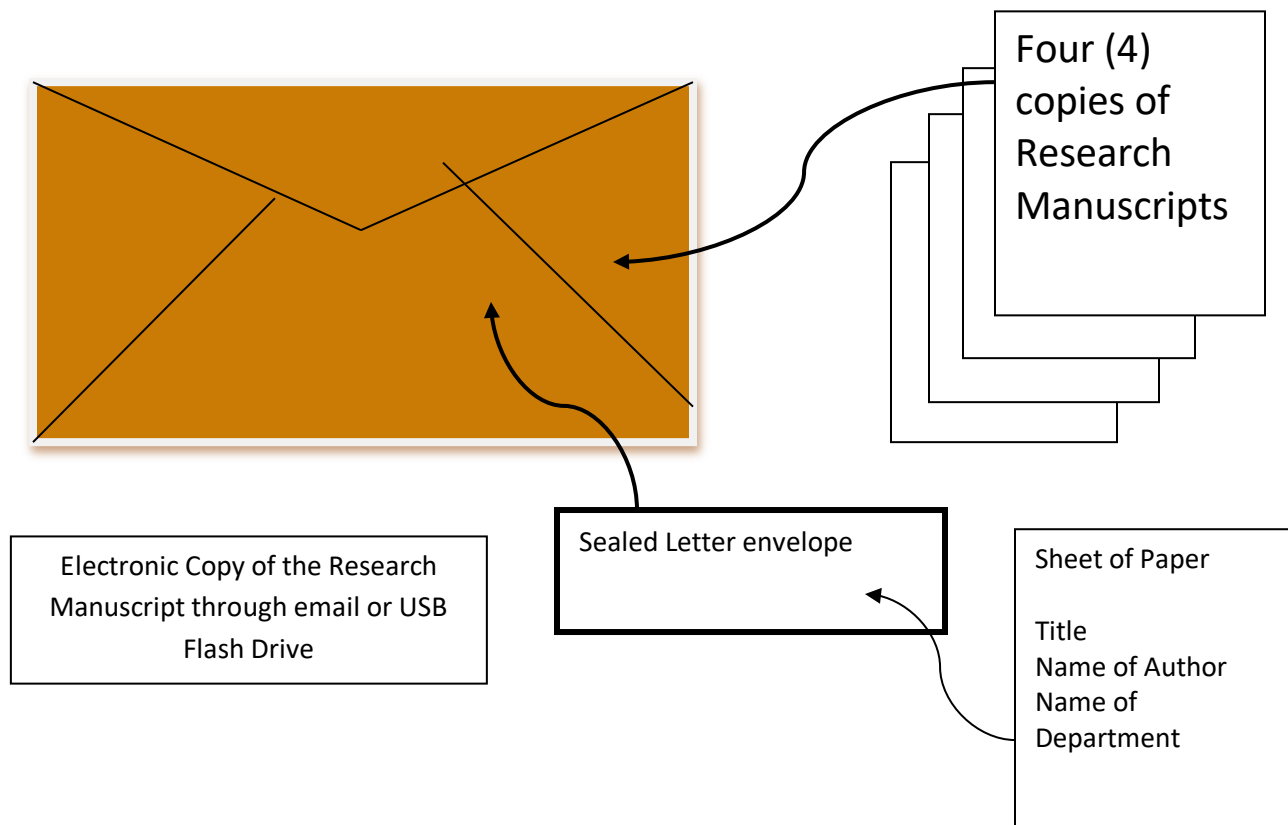
1. Participants must accomplish and submit the Abstract Submission Form with other required documents (please see instructions for items to be submitted below- no.8) to the CLMMRH Research Committee, both soft and hard copy. (email: [clmmrhresearch@gmail.com](mailto:clmmrhresearch@gmail.com)).
2. Research paper must not be published; done and completed in the current year or in the preceding year; and not previously presented in CLMMRH research contest.
3. All entries will be screened by designated Research Committee member to ensure that they have met ethical and technical requirements
4. Eligible research papers are those with the following research designs:
  - a. Descriptive Studies
    - i. Observational descriptive studies (cross-sectional studies and surveys)
  - b. Analytical Studies
    - ii. Observational Analytical (cohort and case controls studies)
    - iii. Experimental Studies
6. Research manuscripts to be submitted must be written to conform to the elements for criteria for judging, printed double spaced on an 8.5 in x 11 in white bond paper and font size 12 in Times New Roman Theme Font.
7. There must be no identifying marks referring to the author or department on the research manuscript.
8. Yearly deadline of submission will be determined by the subcommittee.
9. Materials for visual presentation (softcopy) must be submitted in Microsoft power point format to the contests' technical sub-committee.



## GENERAL FORMAT FOR SUBMISSION

- Abstract Submission Form including Research Abstract (please see instructions for submitting an ABSTRACT)
- Scanned copy of Research Contest - Conforme Form (Form 1)
- Scanned copy of technical/ethics review Approval Form from RERC
- Four (4) copies of research manuscript, each bound in a clear plastic folder.
- An electronic copy of the **research manuscript and abstract** (shall be emailed to [clmmrhresearch@gmail.com](mailto:clmmrhresearch@gmail.com) in Microsoft Word file); and
- A sealed letter envelope containing a sheet of paper written on it Title, Name of Author and Name of the Department addressed to Dr. Ma. Luz Vicenta V. Guanzon, chairman of CLMMRH Research Committee and submitted c/o Research Committee Secretary. The sealed envelope should have no identifying marks.

For further inquiries, please email the Research Committee Secretariat at [clmmrhresearch@gmail.com](mailto:clmmrhresearch@gmail.com)





## **GUIDELINES FOR CONTEST POSTER PRESENTATION**

### **POSTER CONTEST INTRUCTIONS**

#### **I. Coverage**

1. Provide all obvious information for an observer to be able to understand your major findings with a quick perusal.
2. Provide brief statements of introduction, method, subjects, procedure, results and conclusions.

#### **II. Clarity**

1. Make the sequence of information evident
2. Indicate the ordering of your material with number, letters or arrows when necessary.
3. Keep it simple
4. Place Major points in the poster and save the non-essentials. Be selective
5. Conclusions or summary should leave observers focused on a concise statement of your most important findings

#### **III. Guidelines for Submission**

1. All posters should bear the official logo of CLMMRH on the left upper portion and the logo of Research Committee on the right upper side. The name of CLMMRH must be at the center of the CLMMRH and Research Committee Logos.
2. Participants must accomplish and submit the Abstract Submission Form with other required documents (please see instructions for items to be submitted below) to the CLMMRH Research Committee, both soft and hard copy. (email: [clmmrhresearch@gmail.com](mailto:clmmrhresearch@gmail.com)).
3. Poster presentation is divided into two (2) categories; Case Report/ Case Series and Analytical Research. Both categories will be judged separately. Three (3) winners will be awarded the Case Report category (1<sup>st</sup> Place, 2<sup>nd</sup> Place and 3<sup>rd</sup> Place) and 2 best posters will be awarded to the Analytical Research
4. Research paper must not be published; done and completed in the current year or in the preceding year; and not previously presented in CLMMRH research contest or any other research forum.
5. All entries will be screened to ensure that they have met ethical and technical requirements and be categorized as to where they will be fitted either for Poster (Case Report / Analytical).
6. Analytical papers will be screened by the Research Committee and categorized whether it will be presented in the poster or oral session.
7. Case Reports are exempted from ethical review.
8. An Analytical paper can only be presented once, either in Oral or Poster presentation, and not previously presented in CLMMRH research contest.
9. Certificates of participation will be given to all entries. (Poster and Oral Presentation Categories)
10. Manuscripts must be written to conform to the elements for criteria for judging, printed double spaced on an 8.5 in x 11 in white bond paper and font size 12 in Times New Roman Font.
11. Participant must submit an abstract of their poster. See instructions.



**1. Instructions for submitting an ABSTRACT**

1. Submit Online format of abstract through email to [clmmrhresearch@gmail.com](mailto:clmmrhresearch@gmail.com)
2. Please complete the abstract form in accordance to the following:

**Abstract Analytical Studies Format:** Minimum of 250 words, maximum of 300 words  
 Background (Cross Sectional, Cohort, RCT, Etc)

Objective

Study Population

Inclusion/Exclusion Criteria

Method

Results

Conclusion

Keywords (*at least 3, using term from the Medical Subject Headings or MeSH List*)

**Abstract Case Report Format:** Minimum of 200 words, maximum of 250 words

Background/Rarity of the Case

Diagnostics

Intervention/Outcome:

Conclusion:

Significance:

Keywords (*at least 3, using term from the Medical Subject Headings or MeSH List*)

**Poster Layout for Case Report and Analytical Studies:**

Title

Author/s

Abstract

Full Text

*\*Your department's logo may be placed at the bottom right corner of your entry*

**ABSTRACT SUBMISSION FORM**

Abstract submission deadline : \_\_\_\_\_

ABSTRACT TITLE:  			
Presenting Author Title <input type="checkbox"/> Prof <input type="checkbox"/> Dr. <input type="checkbox"/> X <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/>			
Last Name		First Name & Initials	
Department			
Telephone		Facsimile	
E-mail			
Co-Author(s)			
Last Name		First Name & Initials	
Last Name		First Name & Initials	
Last Name		First Name & Initials	
Last Name		First Name & Initials	




Abstract Format for Analytical Studies  Abstract (250-300 words)  BACKGROUND (Cross Sectional, Cohort, RCT, Etc)  OBJECTIVE  STUDY POPULATION  INCLUSIVE/EXCLUSION CRITERIA  METHOD  RESULTS  CONCLUSION  KEYWORDS: (at least 3, using terms from the Medical Subject Headings or MeSH list)
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Abstract Format for Case Report
CASE REPORT (200-250 words)
BACKGROUND/RARITY OF THE CASE
DIAGNOSTICS:
INTERVENTION/OUTCOME:
CONCLUSION:
SIGNIFICANCE:
KEYWORDS: (at least 3, using terms from the Medical Subject Headings or MeSH list)

POSTER LAYOUT FOR CASE REPORT AND ANALYTICAL STUDIES

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TITLE:		
AUTHOR/S:		
ABSTRACT:		
FULL TEXT:		
		<p>Your department's logo may be placed at the bottom right corner of the poster.</p> 

- Use only Times New Roman, font size 12 in typing your abstract.
  - Use standard abbreviations (spell out in full at first mention, add abbreviations in parenthesis)
  - Use numerals for number
  - Provide no identifiers (e.g. Name of author/s or Department) use title and abstract content only.
4. Indicate the required information on the **CONFORME FORM** (FORM 1)

**Instructions in preparing the POSTER**

- Go to <https://clmmrh.doh.gov.ph>
- Click the Research Committee Logo. Options will be available upon clicking the Research Committee logo. Forms can be downloaded and guidelines are available at the CLMMRH website.
- Download, fill out and send the electronic copies to [clmmrhresearch@gmail.com](mailto:clmmrhresearch@gmail.com)
- All posters should bear the official logo of CLMMRH on the left upper portion and the logo of Research Committee on the right upper side. The name of CLMMRH must be at the center of the CLMMRH and Research Committee Logos.
- Prepare a panel indicating title and authors at the top of your poster space. The lettering for this section should not be less than **1 inch high**. You are asked to make no major alterations in the text of your abstract after printing.
- Research posters should include section of the abstract, typed in a large font. Remember the reader will have a short time to engaged with your poster, they will lose interest if font is barely readable and lengthy or the table are too small and pictures are blur or pixelated.
- All illustrations should be printed on a **4 feet high and 2 feet wide tarpaulin**. Bear in mind that your graphics may be viewed or read from distances of about **3 feet** or more. Charts,

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drawings, and illustrations might well be similar to those you would use in making slides. Avoid using artistry on your presentation. Remember that this is a scientific paper presentation. Simple use of color can add emphasis effectively.

8. Keep illustrative material simple.
9. Presenters will be allotted a fixed amount of space, typically 4 feet by 6 feet on a bulletin board, to display the poster. Presenters will stand by the poster during the session to discuss your research with anyone who is interested.
10. A poster should be organized in sections in a way that's similar to how a scientific article or oral presentation is structured. In your poster, lay out the sections in two **(2) columns**. Consider including the standard sections of a journal article: Title, abstract, introduction, methods, results; conclusions and references.
11. Presenters may be allowed to post their posters between 1pm to 6 pm the day before the presentation date to the identified venue.
12. Presenters shall stand before their posters on date of poster presentation contest for judging.
13. Date and venue for poster presentation contest will be identified by the assigned sub-committee.
14. A tie breaker will be settled by toss coin to be conducted by the assigned Research Committee Members to be attended by the authors.

Each presenter will be asked to give a 5 minute "presentation overview" of their research or their case, leaving 10 minutes for a question and answer question with the judges.

**IMPORTANT:** Papers accepted for poster presentation in the free communication sessions must be presented as scheduled. Presenters, who for justifiable reasons are unable to present, **MUST** formally withdraw in writing to the Research Committee. Sanctions will be imposed on no-shows without formal withdrawal from presentation.

### **KEY POINTS for effective poster**

1. **Make it easy for your readers.** Viewers' attention will be in demand, so no matter how interesting your results may be, if they are badly presented, no one will take the time to read them.
2. **The purpose of your poster is to present scientific information.** Don't get carried away with using a lot of colours and fonts, which might distract from the presentation of your research.
3. **Your poster is a visual means of information.** You should include only graphics that will help communicate your research results. Additionally, keep the body text short and present only the key points.