

Important: Only those with RAMI Membership can submit an abstract(s) for the RAMI Student Research Medal and Awards 2019 event. **The closing date is Monday 16<sup>th</sup> September 2019, up to 9am (GMT).**

Dear Students,

The Royal Academy of Medicine of Ireland (RAMI) Student Research Medal and Awards 2019 will be held on Monday 14<sup>th</sup> October 2019 and we are looking forward to your submissions for this important national meeting. **Note: all accepted abstracts will be published in the Irish Journal of Medical Science.**

Here are the guidelines for abstract submission including frequently asked questions and answers to help with your submission:

All submitting authors must be members of RAMI (Please note applications have to be processed, it will take a few days before you receive a RAMI ID). You can join [here](#)

*Submission Deadline:* abstracts may be submitted until Monday September 16<sup>th</sup> 2019 at 9 am (GMT). Abstracts submitted after this time will not be considered for presentation at RAMI Student Research Medal and Awards 2019.

*Eligibility:* case reports, case series, audit, clinical studies and basic science studies may all be submitted. All submitted abstracts must have the submitting student RAMI member as first author and must have a minimum of one senior author. Please note, a student may submit more than one abstract.

*Abstract Format:* abstracts must be submitted as a single page word document (.doc) and where possible using Bookman Old Style, (Size 10) Font. A maximum of 300 words is permitted. The word limit excludes the abstract title, authors and institutions. Abstracts are text only and should not include graphics (e.g. figures & tables). Author list should be in the format of Surname, First Initial (omit titles), author reference in superscript i.e. Name<sup>1</sup>, Name<sup>2</sup> and included affiliated institution. Please ensure that “track changes” are removed prior to submission. Submitted abstracts not in this format may be excluded from consideration for selection at the RAMI Student Research Medal and Awards 2019.

*Abstract Review:* all submitted abstracts will be reviewed by the RAMI Abstract Committee: the Chair of the Abstract Committee will assign each abstract to the (competitive) categories. Abstracts will be scored and selected for platform (oral) presentation and poster presentation at the RAMI Student Research Medal and Awards 2019.

*Abstract Presentation:* all students considered for oral and poster presentations at the RAMI Student Research Medal and Awards 2019 will be notified by email no later than Tuesday 1<sup>st</sup> October 2019 at 5.00 PM (GMT).

*Abstract Publication:* all approved abstracts will be considered for publication in the RAMI Student Research Medal and Awards 2019 proceedings as a supplement of the Irish Journal of Medical Science (IJMS). If you wish your abstract to be published, when submitting your abstract, please select the option “Yes” or “No” for publication in the IJMS. Only abstracts not published elsewhere will be considered for publication in the IJMS.

We look forward to meeting you all at the RAMI Student Research Medal and Awards 2019.

Regards,

Dr Kirk Levins

Chair, RAMI Student Research Medal and Awards 2019 Committee

#### FREQUENTLY ASKED QUESTIONS (FAQs)

Can an abstract be submitted based on previously published work? Submissions to the RAMI Student Research Medal and Awards 2019 must include original work not previously published elsewhere.

Can a Clinical Audit be submitted? A clinical research study including a clinical audit may be submitted and considered for competition at the RAMI Student Research Medal and Awards 2019.

Who can be the senior author? For case reports/case series and clinical audit/research the senior author must be a Supervising Consultant or Senior Registrar. For basic science research projects a research supervisor other than a Consultant can be the senior author. All submitted abstracts must have a Supervising/Senior Author

Can I submit a literature review to RAMI Student Research Medal and Awards 2019? A literature review is not allowed as a standalone project but can be included as part of a Case Report/Case Series or Meta Analysis.

Can I submit a clinical trial to RAMI Student Research Medal and Awards 2019? Any clinical study that has the appropriate approved ethics will be considered once the student is the first author.

Can I submit a joint project with another student? Yes a joint project can be submitted but one student must be nominated as the first/presenting author.

Do Case Reports/Case Series have to be Medical or Surgical? A case report from any biomedical specialty will be considered for RAMI Student Research Medal and Awards 2019. All Case Reports/Case Series must involve cases directly seen/cared for by the submitting student. A case report should reflect an unusual presentation of a common disease or a rare disease. Common conditions will not be considered.

Do I have to have the patient(s) consent to submit Case Reports/Case Series? Yes, any patient information, even if anonymised, must have patient consent prior to submitting to RAMI Student Research Medal and Awards 2019. Evidence of this consent may be requested.

Does the maximum 300 word count include referenced publications? The 300 maximum word count does not include references but submitted abstracts should not require references.

What happens if the Abstract Format is incorrect? Unfortunately abstracts that do not comply with required format may be excluded from consideration. Common reasons for exclusion include the absence of Senior Author/Supervising Consultant, presence of track changes visible on submitted abstract, exceeding the maximum word count, submission of powerpoint slides.