



## KILIMANJARO INTERNATIONAL CANCER CONFERENCE ABSTRACT SUBMISSION GUIDELINES:

1. Abstracts should be submitted to [cancercare-secretariat@kcmc.ac.tz](mailto:cancercare-secretariat@kcmc.ac.tz)
2. The deadline for abstract submission is Thursday, 20<sup>th</sup> February 2025.
3. Abstracts should be within the scope of the conference, focusing on clinical, preclinical, palliative care, translational research, basic research or health system research relevant to cancer in low- and middle-income countries.
4. Abstract Body: The body of the abstract should describe the background, methods, results, and conclusions of the research.
5. The abstract body should not exceed 450 words.
6. Tables, charts or other graphics may not be included in the abstract
7. Avoid citing sources in your abstract. The abstract should be self-contained and fully understandable without reference to other sources.
8. After sending an abstract, you will receive a confirmation email.
9. All participants will be notified by February 21<sup>st</sup> 2025 about whether their abstracts have been accepted, rejected or if they need modifications.
10. If you do not receive an email confirmation, please contact the organizing committee at [cancercare-secretariat@kcmc.ac.tz](mailto:cancercare-secretariat@kcmc.ac.tz) .

*AFTER ACCEPTANCE THIS FORMAT GUIDELINE WILL BE SENT:*

**Format for Oral presentation:**

Thank you for submitting your abstract for the KICC Conference.

The scientific programme committee has reviewed the abstract submission listed below and we are pleased to advise that this submission has been accepted for an Oral presentation.

- You will have 10 minutes to present followed by 2 minutes for Q&A.
- Please confirm your participation by return email and register for the conference KICC WEBPAGE by no later than Friday, March 7<sup>th</sup> 2025. If you do not register for the conference by this date, we will assume that you are not attending and you will forfeit your presentation.

**Format for Poster presentation:**

Thank you for submitting your abstract for the KICC Conference.

The scientific programme committee has reviewed the abstract submission listed below and we are pleased to advise that this submission has been accepted for a Poster

Poster Presentation Details

- Size A1: 850mm (height) x 120mm (width)
- The text and the illustrations should be readable from 1.5 meters Font size and readable font type
- Title: Shorter is catchier and will fit more easily. Font size recommendation: 90pt
- Name and affiliation: Both should be easily discernible; your viewers want to know where you and your co-authors come from.
- Headings: Show viewers at a glance what each section is about. Font size recommendation: 36 – 48pt
- Introduction: What are you talking about and why should your viewers be interested? Brevity is important here as the content of the introduction will be illuminated elsewhere on the poster.
- Body: The main part of your story. Keep text to a minimum. Font size recommendation: +/-24pt
- Graphics: Graphics such as tables, charts, and photos are important on posters. They should be relevant, prominent, and of a suitable quality to be printed on the A1 poster.
- Conclusions: What should viewers take away with them?
- References: Give credit to any resources you used in making your poster.
- Please confirm your participation by return email and register for the conference KICC WEBPAGE by no later than Friday, March 7<sup>th</sup> 2025.

#### ABSTRACT REVIEW PROCESS:

- The abstracts will be reviewed by the scientific committee with experienced panel of reviewers
- 12 reviewers: 2 Tiers (Oral, Poster): Basis (Attractive, Informative and Scientific basis)
- Planned to use 3 reviewers per abstract depending on the topic at interest.
- The process: Submission, coordinated, Send to reviewers >response and invitation > or Feedback > Modification > re-submission

#### SCIENTIFIC COMMITTEE

	NAME	INSTITUTION
1.	Prof. Blandina Mmbaga	KCRI
2.	Prof. Kajiru kilonzo	KCMUCo
3.	Dr Florida Muro	KCMUCo
4.	PD Dr Oliver Henke	University of Bonn/KCMC
5.	Dr Jerry Ndumbalo	ORCI
6.	Prof. Arkadiusz Dudek	Mayo clinic/FCCT
7.	Prof Anna Schuh	Oxford
8.	Prof. Michael Seiden	FCCT
9.	Dr. Minke Huibers	Princess Maxima
10.	Dr. Heronima	Bugando Medical Center
11.	Prof. Kathryn Dusenbery	UMN/FCCT
12.	Dr. Ahlam Nasser	MNH