

Meeting of the Royal Belgian Society for Ear, Nose, Throat, Head and Neck Surgery

March 25, 2017

ABSTRACT INSTRUCTIONS

- 1) Abstracts should be submitted in English.
- 2) Abstracts must be informative. Statements such as “our findings and results will be discussed” are not acceptable and may lead to rejection.
- 3) The length of the title is restricted to 200 characters.
- 4) Provide all authors names (e.g. P. Janssens, J. Dubois), institutions, city, country. Underline the presenting author’s name. Omit titles, degrees. Do not use capitals for title and author’s names.
- 5) Organize the body of the abstract as follows and include these headings:
Introduction and aim:
Material and methods:
Results:
Conclusions:
For case reports replace “Material and methods, Results” by “Case report”.
- 6) Simple tables and graphs may be included, but only if they fit within one page A4
- 8) Single space typing; Limit the length of the abstract body to 300 words.

The abstract should be submitted electronically to the secretarial office: secretary@orl-nko.be, to the president 2017 philippe.elay@uclouvain.be, to the Editors in Chief: mark.jorissen@uzleuven.be and orl@proximus.be. Clearly indicate all the requested information and send the abstract as an attached Word file.

The deadline for the abstract is **January 30, 2017**. Abstracts arriving after January 30, 2017 cannot be considered for presentation.

The abstract format is as following:

Title *minimally 2 lines, no captials*

Author(s) *2 lines: ex given: P. Jansens no capitals*

Institution(s) *2 lines*

Leave open 2 lines

Abstract body *(300 words or 2100 characters)*

Introduction and aim:

Material and methods:

Results:

Conclusions: