



# Abstracts & Presentations Guidelines



The Cosmetic Physicians' College of Australasia (CPCA) invites and welcomes all colleagues and associates; Industry Experts, Doctors, Dermatologists, Surgeons, GPs, Dentists, Nurse Practitioners, Registered Nurses, Dermal Therapists and Clinicians, Practice Staff and CPCA Platinum Corporate Members wishing to share their knowledge, experiences, expertise, and research findings with the delegates of current and future CosDoc conferences, whether the event is presented via a digital, hybrid or in-person format.

Please find below, relevant information, specifications, and guidelines for the provision of your abstracts and presentations for the **CosDoc** event:

- This year's event will be presented online, using a combination of prerecorded presentations and live, interactive Q & A sessions.
- Approved speakers will be compensated for their efforts in the form of one complimentary CosDoc event registration (for personal use only). A special registration form link will be provided upon formal confirmation of your abstract being accepted.
- CPD hours are applicable – time spent on research, gathering materials, presentation preparation, and delivery.
- Individuals may submit more than one abstract.
- There will be a live panel discussion and Q&A session scheduled to take place towards the close of the event being aired. Speakers will be given advance notice and will be required to make themselves available to participate.
- **It would be appreciated if ALL abstract submissions could be provided with:**
  1. **Three (3) written quiz questions based on presentation content that is delivered at the beginning of the presentation,**
  2. **Three (3) written quiz questions based on technical content that is delivered during the middle/heart of the presentation, and**
  3. **Three (3) written quiz questions based on content delivered towards the end of the presentation.**
  4. Speaker's bio, contact information and profile photograph(s).
  5. **Closing date** for submissions will be promoted on the applicable annual event promotion page.
- Abstracts are to be a maximum of 500 words and include any disclosures, an aim, an introduction, method, results, and a conclusion.
- Disclosures should indicate whether the presentation is supported or sponsored by any person or organisation, and/or whether the presenter consults, advises or is a KOL for any sponsor, whether the presenter is receiving any financial gain or payment for the presentation.
- By submitting an abstract to the CPCA for CosDoc, the author agrees to the conference guidelines, specifications and conditions set within this document and the CosDoc T&Cs.
- **Successful authors** will be notified by close of business within 3 business days of submission of their abstract.
- **Final presentations** must be prerecorded in mp4 format and submitted to the CPCA no later than close of business on the advised delivery due by date (no later than 14 days prior to event opening date). Any presentation provided after the above cut-off date may not be included in the final program.
- Accepted presentations will be available for viewing by conference delegates during the entire duration of the on-demand period (length to be announced) via the CosDoc online platform.
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The CPCA looks forward to receiving your abstract. Any questions, please call Julie 0407 788 587.  
Thank you.