



**Pan-American
Health
Organization**

Regional Office of the
World Health Organization

Veterinary Public Health

Pan-American Foot-and-Mouth Disease Center



PAPERS – PRESENTATION AS POSTERS

PRE COSALFA 40 International Seminar

Panama City, Panama – April 15 and 16, 2013

Registration is open for the presentation of papers in poster format at the International Seminar on “**PHEFA’s follow-up: prevention in foot-and-mouth disease free zones**”. The space allotted to posters purports to publicize the veterinary attention services of countries that have stood out as regards the results achieved through pertinent activities under the Foot-and-Mouth Disease Eradication Program. Those interested should submit a summary of their paper on their experiences by e-mail: cosalfa@paho.org by March 26, 2013.

Instructions for submitting papers for the Seminar

Deadlines	
Submission of paper summary	By March 26, 2013
Review by the Scientific Commission	By April 02, 2013
Notice of results of summaries' review	By April 05, 2013
Presentation of papers	April 15 and 16, 2013

1) Themes:

Summaries should be simple and related to relevant experiences and results of actions undertaken at the local, regional, or national level under the Foot-and-Mouth Disease Eradication Program in the Countries, whose publicizing may be seen as a major contribution to the strengthening of the National Programs.

2) Paper registration:

Each participant registered for the Seminar may submit up to two **summaries** as first author. Summaries should be simple and may be submitted in Portuguese, English or Spanish. The submission deadline is April 26, 2013. Summaries will be accepted for appreciation by the Scientific Commission only against proof that at least one of the authors has been registered for the Seminar. Presentations in **poster format** are subject to acceptance of the summary by the COSALFA 40 Scientific Commission based on the

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paper's merit, on the contribution it may bring to the issue, and the quality of the summary/writing submitted. The **best** papers will be selected for presentation on the day and at the time to be announced.

Summaries should be submitted by e-mail: cosalfa@paho.org.

Participants will be informed of the evaluation results and whether their work has been accepted or not by the Scientific Commission.

IMPORTANT NOTICE:

- **Papers will be accepted only if at least one of the authors has been registered for the Seminar. – PLEASE REGISTER BY APRIL 26, 2013.**

3) Instructions for Summary Preparation:

A summary must take no more than three A4 sheets; font size must be 12, and its style must be Times New Roman; it should be written in double space. Charts and tables may be included.

- a) Paper Title;
- b) Full name of the authors and of their supporting institution. The name of the author presenting the paper should be followed by an asterisk and his/her mailing address, including telephone number and e-mail;
- c) The summary should have a short introduction (a brief history of the theme) and include the methodology (a description of the techniques, methods, or work procedures adopted), main results achieved, and conclusions; and
- d) Succinct further information on agencies that have financed the project and any words of appreciation should come at the end of the text in a separate paragraph.

4) Instructions on poster presentation:

The following recommendations should be followed for poster presentation:

- a) Arial is the recommended font style, and font size should allow reading from a distance of at least 2 meters (a minimum 28 size is suggested for making easy reading by participants). The panel's maximum usable area for poster presentation will be 0.9m in width by 1.20m in height;
- b) Essential elements: title, authors, institutions they are associated with, mailing address, e-mail; introduction, methods (description of techniques, methods, or work procedures adopted), results (the use of photographs, tables, and figures as illustration is recommended), and conclusions;
- c) The paper's presenting author should remain on the presentation premises during the entire time allotted to the presentation;
- d) The date, time, and place for affixing posters will be set and announced in good time by the Scientific Commission at the PANAFTOSA site, under COSALFA 40; and
- e) Posters should be affixed 15 minutes before the time set for presentation and taken down right after it.