

Cannabisforum

International medical cannabis forum Madrid, 25-26 September 2024

POSTERS SUBMISSION GUIDELINES

The Organization of the Cannabisforum 2024 conference, to be held in Madrid on September 25-26, 2024, calls for the presentation of scientific posters under the following guidelines:

Submission Guidelines

Theme

The topic of the poster should be related to research, development and innovation in the field of **cannabis for medical purposes**.

The content of the poster must be of a scientific and informative nature. Posters of a promotional or commercial nature will not be accepted.

The topic must be unpublished. It must not have been previously published or presented.

Authors

At least one of the authors must be registered in the congress, and their presence is mandatory during the presentation time.

Authors will be responsible for all content and presentation of the poster, who shall hold the intellectual property of the information contained therein.

Submission of the poster includes acceptance of all these guidelines.

Language

The accepted languages for presentation will be Spanish and English.

Filing deadlines

Presentation of abstracts

For admission, the author(s) **shall send to the Congress Organization (info@cannabisforum.es) between April 1, 2024 and July 1, 2024 the following information**

- **Summary** of contents in WORD format (.doc, .docx, .odt), with the following characteristics
- **Information** about the author(s) for notification purposes:
 - author/s
 - work center
 - contact person,
 - address for correspondence, town, province/postal code, country
 - contact telephone number
 - e-mail.

The Congress Organization will acknowledge receipt by e-mail to the address from which the application was sent.

Abstracts not meeting the criteria below will be returned to the authors without reaching the evaluation phase.

Evaluation and acceptance of abstracts

The Evaluation Committee appointed by the Organization will evaluate the submitted abstracts and will accept or not the poster presentation during the Congress. This evaluation will be carried out from the abstract submission **until July 31, 2024**. The acceptance of posters will be communicated after July 31, 2024 to the authors by e-mail, together with the participation number, needed for the location of the poster in the assigned exhibition space.

Poster presentation

Once the poster has been accepted, and until **September 15, 2024**, the author(s) must send the poster in .pdf format to the Organization for its evaluation.

The author(s) must present the poster in the assigned exhibition area at the assigned time. The poster will remain on display from **September 25, 2024 until September 26, 2024**. The author(s) will be responsible for printing, placement, and removal of the poster.

Presentation of abstracts

The following format will be used for the presentation of the abstract:

- Font: Arial in 10 point font size.
- Space: single line
- Paper size: DIN A4
- Margins
 - o Left 2 cm
 - o Right 2 cm
 - o Upper 2.5 cm
 - o Lower 1.5 cm.
- Header information: Poster title and author(s) name(s)
- Footer information: Page X of Y

The summary should be arranged according to the following sections:

- **Author(s): number of authors is not limited.** Indicate the two surnames followed by the first name separated by semicolons. The name of the author who will present the poster should be underlined.
- **Affiliation:** the name of the department and center where the authors work, as well as the city and country should be included.
- **Keywords:** three (terms preferably extracted from the Medical Subject Headings of Index Medicus or contrasted in the scientific or medical literature).
- **Title:** In capital letters. Maximum two lines.
- **Abstract:** Structured in the following sections with a maximum of 400 words:
 - Objectives
 - Material and Method

- Results
- Conclusions

The headings of each section of the abstract should be highlighted in bold.

The abstract should be written considering the following criteria:

- If abbreviations are used, the full term followed by the abbreviation must precede its first use.
- The generic names of the drugs will be used.
- The body of the abstract must contain all the information of the different sections in an orderly and complete manner.
- Abstracts with erasures, abbreviations or amendments will not be accepted.

Poster presentation

Posters accepted by the Evaluation Committee will be exhibited in designated the area throughout the complete duration of the Congress.

The author(s) will be responsible for the printing and placement of the poster in the exhibition area, for attending during the exhibition, and for removing them once the congress is over (September 21, 2024).

- Placement of posters: Wednesday, September 25, 2024 from 9:30 a.m. to 11:30 a.m.
- Poster presentations: Wednesday, September 25, 2024 from 11:30 am to 5:30 pm.
Thursday, September 26, 2024 from 9:30 a.m. to 5:30 p.m.
- Poster collection: Thursday, September 26, 2024 from 5:30 p.m. to 6:30 p.m.

The supported poster format is **A0 vertical** (84.1 cm wide x 118.9 cm high).

Each exhibition space will be numbered. The author(s) must place his/her presentation in the assigned number, communicated by the Organization together with the poster acceptance decision. If the poster assignment number is not known, the Organization will be consulted.

Posters not printed according to the above specifications will be removed and discarded.

NOTE: The poster presentation cannot be used as a promotional or marketing opportunity. No sales items, books, accessories or saleable items may be displayed on a poster.

Best Poster Award

A prize will be awarded to the best poster, based on the aspects of scientific relevance, innovation, originality and presentation. All posters accepted by the Evaluation Committee complying with the recommendations given for their presentation will be eligible for the award.

The jury of the award will be formed by the Evaluation Committee.

Posters signed by an author who is also a member of the Evaluation Committee will be excluded from the competition.

The jury's decision will be announced at the Cannabisforum conference on September 25, 2024 during the Award Ceremony. The jury's decision is final.

The prize will consist of a diploma for all the authors of the poster and a cash prize of 1,000 € to be delivered to the first signatory.

The winning poster will be published in Farmaespaña Industrial magazine.