IMEDiTEC2023 Guidelines for Authors

Manuscripts submitted to iMEDiTEC2023 must be an original work, do not contain any plagiarized material and have not been published or under consideration for publication elsewhere. All article submissions will be peer-reviewed. Submissions directly mailed to the editorial office will not be processed. Please use the following guidelines to prepare your article.

1. Types of Paper

- ***Research Articles:*** Research Articles presents original research that is expected to present a major advancement and contribution to the body of knowledge or the particular area. Research Articles follows the format provided in the guide to authors. The content includes an abstract, an introduction, materials and methods, results and discussion and conclusion. The supplementary materials that support the paper's conclusions are welcomed.

- ***Reviews:*** Review articles summarise and describe new developments of interdisciplinary significance as well as proposing new future research directions based on that review. Reviews contain an abstract, an introduction that outlines the main theme, subheadings, and the future direction for resolving research questions.

2. Language

All articles submitted must be written in British English language. The Editorial Board does not offer major copyediting services; therefore, it is the author's responsibility to ensure that the English language is thoroughly revised before submitting the work for publication. It is the responsibility of the authors to send their articles for grammar and editing services. Editorial Board reserves the right to reject a manuscript if the use of language is deemed too poor.

3. Abstract

A concise and actual abstract is required (not exceed 150 words). The abstract should briefly state the purpose of the research, the principal results and major conclusions. References should be avoided, but if essential, they must be cited in

full, without reference to the reference list. Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

4. Keywords

Immediately after the abstract, provide a maximum of 5 keywords, avoid general and plural terms and multiple concepts (avoid, for example, "and," "of"). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. Use comma (",") to separate the keywords. These keywords will be used for indexing purposes. Check and confirm that the keywords are the most relevant terms found in the title or the Abstract, should be listed in the medical subject headings (MeSH) list of Index Medicus found in http://www.nlm.nih.gov/mesh/meshhome.html

5. Article structure

Divide your article into clearly defined sections. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

6. Detail format

- The corresponding author should provide an **official institution email address** in the manuscript, Font size 10, Times New Roman, Italic
- Title: Font size 14, Times New Roman
- Abstract: **150 words** with Font size 12, Times New Roman
- Size Graphical Abstract: **Max 3.5×5.5 cm**
- Keywords: 3-5 words
- Content: **3500-5000 words** without references and abstract with font size 12, Times New Roman
- Reference: Font size 12, Times New Roman
- To insert graphics within the text or as a figure, chart, scheme, or table, create a new line and insert the graphic where desired. If your graphic is not visible, ensure that the Word Style is "Normal" with an automatic height adjustment. If the size of the artwork needs to be adjusted, re-size the artwork in your graphics program and re-paste the artwork into the template.

7. Figure

- The Figures should be Borderless Chart-Area.
- Abbreviate "Figure" as "Fig., e.g. Fig. 1, Fig. 2.
- Number the figures consecutively in Arabic numerals (e.g. Fig. 1, Fig. 2) in the order of their first citation in the text.
- Images as TIFF/JPEG files should be submitted with a minimum resolution of 300 DPI and a minimum dimension of 1,000 x 1,000 pixels. Colour images should be submitted in CMYK format, instead of RGB format.
- All Figures/Figure-parts relating to one patient should have the same Figure number.
- Symbols, arrows or letters used in photomicrographs should contrast with the background.

8. Clinical Figure

The ideal Clinical Picture provides visual information that will be useful to other clinicians. Clinical Pictures should be interesting, educational, and respectful of the patient. iMEDiTEC2023 is less interested in pictures that simply illustrate an extreme example of a medical condition. Authors must obtain signed informed consent for publication.

Use no more than 450 words, with no references. The text should include brief patient history and must put the image in context, explaining what the image shows and why it is of interest to the general reader.

9. Drug names

Recommended international non-proprietary name (rINN) is required.

10. Reference style

References should be cited in the text according to Harvard referencing style as follows: "Veneklaas and Van (1990) found…", or "(Brooks et al. 1991)". References should be listed in alphabetical order, on separate sheets from the text. In the list of References, the titles of periodicals should be given in full, while for books should state the title, place of publication, name of the publisher, and an indication of edition.

Reference list examples:

Journal

Burland, J.B., Potts, D.M and Walsh, N.M. (1981) The overall stability of free and propped embedded cantilever retaining walls, Essex. Ground Engineering, 14: 28-37.

Books

Brown, R.J. and Nicol, R.D. (1987) Effects of Pedestrians Volumes on Left Turning Traffic. London: Heffers Printers Ltd., 89 pp.

Thesis

Portela, A. (1992) Dual Boundary Element Increment Analysis of Crack Growth. Ph.D. Thesis, Wessex Institute of Technology, Southampton, 156 pp.

Book chapter

Johan, R. (1999) Fire management plan for the peat swamp forest reserve of north Selangor and Pahang. In Chin T. Y. and P. Havmoller (eds.) Sustainable Management of Peat Swamp Forests in Peninsular Malaysia Vol II: Impacts. Kuala Lumpur: Forestry Department Malaysia, 81-147.

Proceedings

Diah, A.B.M and Nuruddin M.F. (1998) Concrete: Why Curing so Important for Engineers and Architects to Produce Durable Concrete Structures. Proceedings of 16th Conference of ASEAN Federation of Engineering Organization. Pampanga, Philippines, 51-60.

11. Article submission

Article submission to this conference is divided into two stages:

a. Submission at the conference level

Authors must submit the following document online through **CMT** https://bit.ly/iMEDiTEC2023:

- Full article – click here for <*FULL ARTICLE TEMPLATE*> and <*CMT SUBMISSION GUIDELINES*>
- Must be submitted in Word format only.
- Once peer-reviewed, authors will be notified if corrections are necessary.
- Revised manuscripts should be submitted as a single file in **CMT** https://bit.ly/iMEDiTEC2023.

b. Submission at the journal level

For article submission to the journal, authors must follow the journal requirements as stated in the ***Journal's 'Guidelines for Authors' of:***
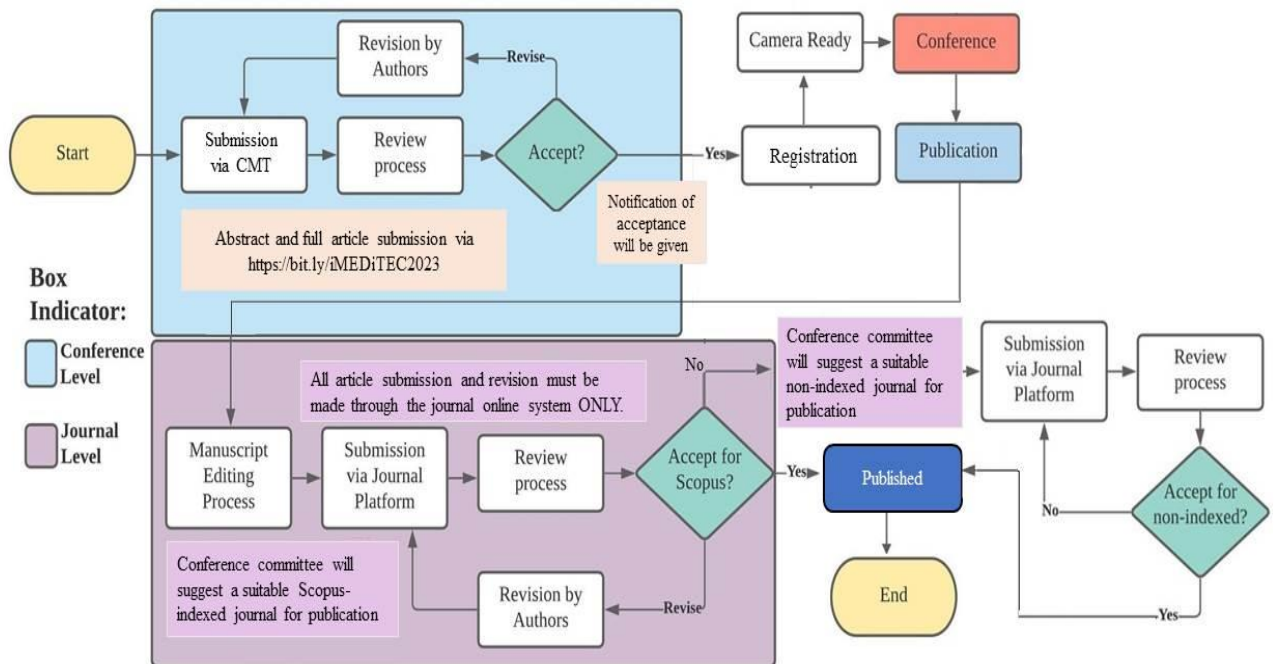
- **Scopus-Indexed Journal Publication**
  - After the conference committee conducted a peer-review to the submitted article and has received the revised version, Authors will be notified to submit their papers to one of the Scopus-indexed journals as listed below.
  - Authors must prepare and strictly adhere to the quality requirements of that specific Scopus-indexed journal, within 4-8 pages using the journal template.
  - All article submission and revision must be made through the journal online system ONLY.
  - A number of Scopus-indexed journals are available:
    - List of journals will be updated soon.

- **Non-Indexed Journal Publication**
  - For articles that do not meet the quality requirements as set by the Scopus-indexed journal (e.g. poor language, insufficient content), the Authors will be invited to submit their articles to the non-indexed journals.
  - Authors must prepare and strictly adhere to the quality requirements of that specific non-indexed journal, within 4-5 pages using the journal template.
  - All article submission and revision must be made through the journal online system ONLY.

Authors are not allowed to choose journals and must strictly adhere to the suggestion given by the conference committee. Kindly refer to the *FLOW CHART* below for full article submission.

Flow chart of iMEDiTEC2023

12. Oral presentation

The presenter (corresponding author/ one of listed co-authors) must follow the presentation guidelines as mentioned here.

- **Presentation Slide Guidelines**
  - o It is recommended to limit your presentation slide between 7-12 slides only.
  - o Keep the presentation slide simple and readable. Information included must be concise and brief.
  - o Presentation slides must consist of:
    - Introduction
    - Methodology
    - Results & Discussion
    - Conclusion
  - o Avoid sound effects and excessive slide transition.

- o Use common fonts (e.g. Arial, Calibri) to avoid any problems related to font types.
  - o Please ensure the figures and tables can be seen clearly. Figures must be labelled clearly.

- **Presentation Guidelines**
  - o Presenters will be notified for their presentation session date and time before the conference day.
  - o Wear respectful attire.
  - o Please be at the presentation venue 5-10 minutes prior to your session. Should any circumstances arise, kindly notify the conference committee by email at meditec@utm.my
  - o Each presenter is given 10 minutes for the presentation followed by 5 minutes question and answer (Q&A) session.
  - o Presentation will be interrupted and stopped by the session chair if exceeded 15 minutes.

Authors can download here the <*GUIDELINES FOR AUTHORS*>