



## Call for Difficult Cases Session – Edinburgh 2018

**Date of session: Thursday 8 th November2018.**

**Deadline for submission: 19th October Midnight**

Session facilitators: Rajesh Kakwani, Lyndon Mason

We now invite submissions for the difficult cases session.

To submit a case, please prepare a PowerPoint presentation following the guidelines below.

Once you have prepared the file please email it to Mr Rajesh Kakwani (rajeshkakwani@gmail.com) along with a brief outline of your case. A selection of 10 cases will be chosen for presentation.

**Format of presentations:** The slides should follow this outline –

- Brief history
- Examination findings
- Images
- Management plan.

Patient identifiable data must be removed. It is the individual's responsibility to ensure appropriate consent has been gained.

**Instructions for preparation of slides:**

- Prepare with PowerPoint or equivalent.
- Graphics, tables and text should be of a sufficient size to be clearly visible at distance.
- In general, text should not exceed 6 lines of bold text containing 6-7 words
- Large amounts of information should be split across two slides.
- Please ensure that your slides fit the '4:3' ratio screen size within the 'Page set up' menu of Microsoft PowerPoint.

- When choosing fonts for your presentation, please ensure that they are supported by Microsoft Office. If a non-standard font is used within a presentation, this will result in a substitute font being inserted by PowerPoint (a list of supported fonts can be found on the Microsoft website (<http://support.microsoft.com>)).
- PowerPoint presentations created on Apple Macintosh computers must be saved as a PC format file (.ppt or .pptx) and it is advisable to try the presentation on a PC prior to attending the congress.
- Audio/videos: any presentations containing movie or video clips will require a copy of the video file as well as the PowerPoint file.