

Presentation Guidelines for Free Communications

Format of Presentation:	PowerPoint file (max. 6 slides incl. welcome page/cover image; no animated text) Slides exclusively in English (In case of non-compliance, the presentation will be deleted without replacement.)
Videos:	Integrate videos in wmv format. Choose in PowerPoint under Video Tools and Playback "In Click Sequence" or "Automatically". "When click on" must not be used.
Internet:	No access to the internet during the presentation.
Wide Screen Format:	16:9
Spoken Language:	English recommended, but German, French and Italian allowed.
Duration:	Presentation time: 7 minutes Discussion time: 3 minutes
Submission of the Presentation:	The final PowerPoint file must be submitted by Thursday 16 June 2022, 17:00 using the upload form : www.sggg-kongress.ch/abstracts/daten-upload We kindly ask you to respect this requirement.
Presenter:	A person can only appear once as a presenter. The presenters have paid the congress fee with the submission fee. If a presenter does not participate at the Annual Congress, their fee cannot be returned and cannot be transferred.
Approval and Evaluation of Published Abstracts:	It is permitted to present published abstracts at the Congress. Only unpublished abstracts will be considered for the awarding of prizes. Abstracts that have already been presented at other meetings will be considered for the awarding prizes. The following information must be provided on the welcome page of the presentation: Has the presentation/abstract been published? Yes/No If yes, Reference information and Digital publication, link
Disclosures:	Collaborations with companies, institutes, etc. within the last 3 years that are associated with the abstract must be mentioned on the welcome page of the presentation.
Publication of the Abstracts:	All abstracts that are approved for presentation will be published in the gynécologie suisse book of abstracts. The wording of the original abstract submitted will be retained. The editorial team will not make any orthographical changes to the text, nor will it make changes to its content.
Awarding of Prizes:	Prizes will be awarded during the Social Event on Friday 24 June 2022. The Scientific Committee requests that the award winners or a co-author must be present at the award ceremony. gynécologie suisse awards prizes for the best Posters and Free Communications with the intention of encouraging young research talent in our field. Prizes are awarded to residents and fellows, but not to head doctors, senior consultants or research group leaders. Only unpublished abstracts can be considered for prizes.
Prizes for Free Communications:	1 st prize CHF 3,000.00 2 nd prize CHF 2,000.00 3 rd prize CHF 1,000.00