

Restricted, Sensitive (Normal)

SINGHEALTH DUKE-NUS
**EDUCATION
CONFERENCE** 2024
27 & 28 SEPTEMBER | ACADEMIA

Abstract Submission Guide

Submission Fields



Poster/Paper Presentation

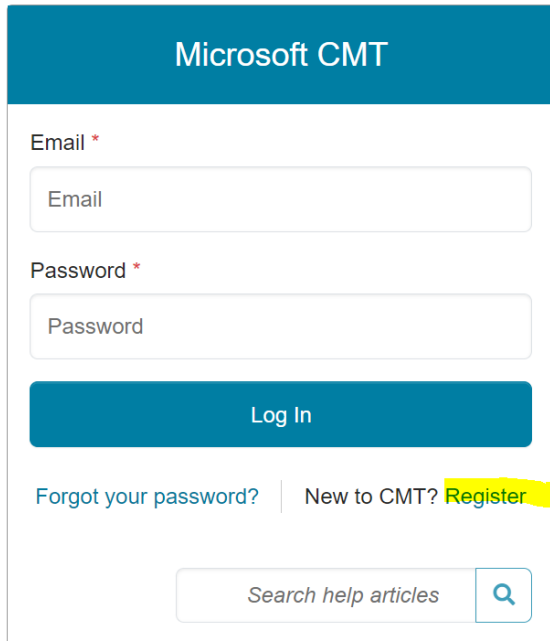
- Purpose - Describe the purpose of the study
- Methods - Describe the methods of data collection, analysis and details of the study population
- Results - Summarize and discuss the results obtained
- Conclusion - Describe the conclusion of your research study

POV

- Problem - Describe the problem you have encountered
- Solution - What solution or interventions have you taken to overcome the problem
- Take home message - Describe the take home message that you would like to share

Step 1a: Sign Up for an Account

- Get onto the Website:
<https://cmt3.research.microsoft.com/SDEC2024>
- Register for an account




Microsoft CMT

Email *

Password *

Log In

[Forgot your password?](#) | [New to CMT? Register](#)





Create New Account

Login information

* Email

* Password

* Confirm Password

Personal Information

* First Name

Middle Initial

* Last Name

Nickname

* Organization Name

Step 1b:

- You may ignore this input portion during registration of your account

External Profile Information

Google Scholar Id

Semantic Scholar Id

DBLP Id

ORCID Id

OpenReview Id

Step 2: Activate Your Account

- You will receive a similar email below, click the link to verify your account.

Account Verification  Inbox x



Microsoft CMT <email@msr-cmt.org>
to me ▾

9:31AM (1 minute ago) ☆

Hello Kezia,

Please click the following link to complete email verification:

<https://cmt3.research.microsoft.com/User/VerifySignup/?email=keziawoo%40gmail.com&hash=71ce60fc296b203dcb20445fcd8d3b68&returnUrl=/SDEC2024>

Thanks,

CMT Team

Step 3: Officially Log On to Platform

- Enter your login details


Microsoft CMT

Email *

Password *

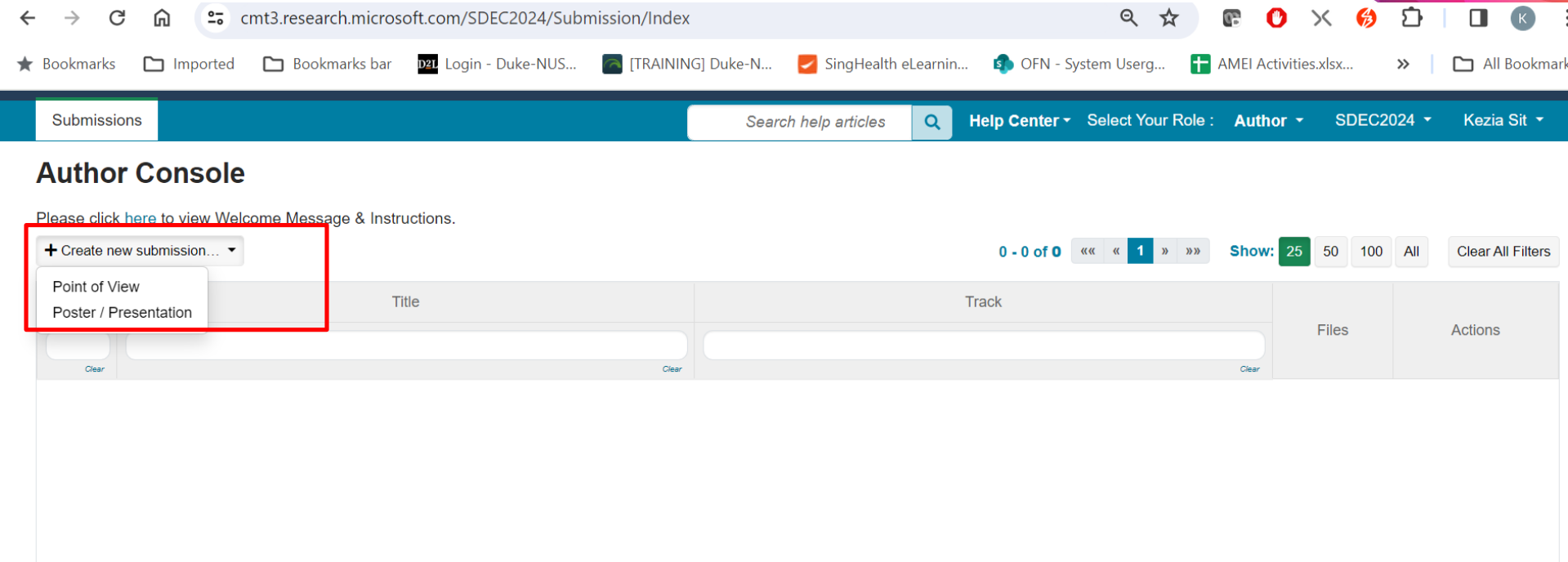
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Step 4: Submit your abstract

- Click on 'Create new submission' and select the track you wish to submit



The screenshot shows a web browser at the URL `cmt3.research.microsoft.com/SDEC2024/Submission/Index`. The page header includes a search bar, a 'Help Center' link, and user information: 'Select Your Role : Author', 'SDEC2024', and 'Kezia Sit'. The main content area is titled 'Author Console' and contains a link to 'Welcome Message & Instructions'. A dropdown menu for 'Create new submission...' is open, showing options for 'Point of View' and 'Poster / Presentation'. The dropdown is highlighted with a red box. Below the dropdown is a table with columns for 'Title', 'Track', 'Files', and 'Actions'. The table is currently empty, and the pagination shows '0 - 0 of 0' items.

Submissions

Search help articles

Help Center Select Your Role : Author SDEC2024 Kezia Sit

Author Console

Please click [here](#) to view Welcome Message & Instructions.

+ Create new submission... ▾

- Point of View
- Poster / Presentation

0 - 0 of 0 « « 1 » » Show: 25 50 100 All Clear All Filters

Title	Track	Files	Actions
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Step 5a: Fill up the submission form

Create New Submission

SingHealth Duke-NUS Education Conference 2024 - Call for Abstracts

Guidelines & Submissions

- Upon submission, an acknowledgment email will be sent to the main author at the email address given in the profile; if you do not receive a reply, please contact us via email.
- Details of authors should be filled in according to descending order of contribution (from most to least).
- Use numerals to indicate numbers, except to begin sentences.
- The use of tables, graphs and other types of images is not permitted
- Authors must ensure that the entry matches category in which it is submitted. Failure to do so will result in disqualification.
- For enquiries, please email the Conference Secretariat at educonf.abstract@duke-nus.edu.sg

Note:

- At least one of the authors with accepted paper(s) is required to register and present at the Conference.

Track: Point of View

TITLE

* Title

Title

AUTHORS *

You may add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country/Region
<input checked="" type="radio"/>	keziawoo@gmail.com	Kezia	Sit	Duke-NUS Medical School	<input type="text"/> <input type="text"/>

Email

+ Add

Add more co-authors (if required)

Step 5b: Fill up the submission form

1. Theme *

Select the relevant theme(s) this submission falls under:-

Find out more about the SingHealth Duke-NUS Education Masterplan here: <https://www.singhealthdukenus.com.sg/education-masterplan>

- Educational Excellence
- Interprofessional Education
- Operational Excellence
- Fostering Wellbeing
- Technology Enhanced Learning & Innovation

2. Keywords *

Please provide up to 5 keywords for your paper

125 characters left

3. Abstract *

Describe the problem(s) that you have encountered. Why is this a problem within your professional context?

3000 characters left

4. Solution *

What solution or interventions have you taken to overcome problem(s). Briefly describe what you have done to resolve this

3000 characters left

5. Take-home message *

Briefly describe the take-home message that you would like to share

1000 characters left

Step 6: Upon successful submission, you will receive an email

- An email like below will be sent to you



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to me ▾

9:51AM (2 minutes ago)



Hello,

The following submission has been created.

Track Name: Point of View

Paper ID: 8

Paper Title: Sample Submission

Abstract:

Created on: Thu, 18 Jan 2024 01:51:32 GMT

Last Modified: Thu, 18 Jan 2024 01:51:32 GMT

Note: You may edit your submission

- Upon successful submission, you may edit your submission in the Author Console before the Deadline

Submissions

Search help articles



Help Center ▾

Select Your Role :

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Author Console

Please click [here](#) to view Welcome Message & Instructions.

+ Create new submission... ▾

1 - 1 of 1



Show:

25

50

100

All

Clear All Filters

Paper ID	Title	Track	Files	Actions
<input type="text"/> <small>Clear</small>	<input type="text"/> <small>Clear</small>	<input type="text"/> <small>Clear</small>		
8	Sample Submission	Point of View		Submission: ✎ Edit Submission ✕ Delete Submission

Facing an issue?



- Please do not hesitate to reach out to us at Educonf.abstract@duke-nus.edu.sg