

GUIDELINES FOR THE *V KARYOKINESIS SYMPOSIUM*

1. The *Karyokinesis Symposium*

The premise of the *V Karyokinesis Symposium*, as it has been since the first, is to share and multiply knowledge on cell, molecular, and developmental biology.

2. General information and registration

The event will be held in the auditorium of the Centro de Ciências Biológicas at Universidade Federal de Santa Catarina (CCB-UFSC).

The participant must register on the Inscrições UFSC platform, at: www.inscricoes.ufsc.br/vkaryo. The registration fee for all participants is R\$ 50,00.

Registration allows access to the entire program of lectures, round tables, coffee breaks, approved abstracts, and oral presentations.

The registration period starts on July 24 and ends on October 25.

The submission period starts on July 24 and ends on September 17.

3. Abstract Submission

Categories:

- a. **Research** (i. experimental/reviews; ii. research projects with expected results);
- b. **Teaching and/or extension** (projects carried out/projects to be carried out).

The abstracts must include the areas of cell biology, molecular biology, developmental biology, or related areas (education, bioinformatics, immunology, biochemistry, etc.). Abstract submissions of projects and revisions are accepted. The submitted abstract must be unpublished.

Only participants who have paid the registration fee can submit abstracts. There is no limit of submissions from the same author. There is no limit of authors per abstract. The submission must be made by the first author of the abstract. The main author will be responsible for the oral presentation, in case of selection.

Abstracts can be sent in Portuguese or English.

Abstracts can only have one page and must be done within the formatting established in the template. **Abstracts that fail to follow these rules will not be accepted.**

At the time of submission, the author must include two versions of the file: one that contains the names of the authors and affiliations (see template) and another that does not contain this data in any location of the file (the version that will be evaluated). **Abstracts that fail to follow these rules will not be accepted.**

The files must be in PDF format and named with the title of the abstract.

Abstracts must be submitted between **July 24** and **September 17**.

The approval or not of the abstracts will be informed on **October 10**.

The decision to present it in poster or oral format will be based on the score of the written abstract. Presenters selected for oral presentations will be invited via email.

All abstracts will be evaluated by two different evaluators. The evaluation criteria are available in section 6.

Approved and presented abstracts will be published in the Proceedings of the *V Karyokinesis Symposium*.

The submission of an abstract implies the author's agreement with the rules established by the Selection Committee and, therefore, the authorization to reproduce the content by digital or printed media, under the responsibility of the authors or the entities promoting the *V Karyokinesis Symposium*.

4. Guidelines for Poster Presentation

A poster template is available on the event's website in Portuguese and English for you to choose the language. It is allowed to rearrange the sections as you see fit, as long as you maintain the colors and aesthetics of the event. The dimensions of the poster are: **90 cm x 100 cm**.

Poster presentations will be organized in sessions. The presenter should be in the place of the exhibition of his poster during his respective session, released on **October 10**.

Each work will be evaluated by two different evaluators, and participants who are not in the session indicated to present their works to the evaluators will be disqualified for awards and will not receive a presentation certificate.

Presentations can be made in Portuguese or English.

The co-author of the work can present the poster, as long as he is registered for the event.

5. Guidelines for Oral Presentation

Papers approved in the Oral Presentation modality must be presented by the first author, duly registered at the symposium, in a day and time to be released by the Organizing Committee, according to the oral session schedule release on **October 10**.

Authors with abstracts selected for oral presentation must prepare a **15 minutes presentation**, with an additional 5 minutes for questions from the audience. The presentation **slides must be in English**. Presentations can be made in Portuguese or English.

The presenter must **send the presentation** to the Organizing Committee by **October 23**.

Oral presentations will be evaluated by two different evaluators.

If of interest to the presenter, the abstract may also be presented in poster format, but only one certificate will be issued, which will refer to the oral presentation.

6. Evaluation criteria

For abstracts selection

Abstracts will be selected by two evaluators according to the following criteria:

- Layout and organization of content;
- Clarity and objectivity of the text;
- Adequacy of the methodology to the objectives;
- Grammar and spelling quality;
- Scientific merit.

7. Awards

The best poster and the best oral presentation of each category will be chosen for awards.

During the closing of the event, the committee will grant certificates for presentations with the best scores in the following categories:

- a. Best poster presentation - Research;
- b. Best poster presentation - Teaching and/or Extension;
- c. Best oral presentation - Research;
- d. Best oral presentation - Teaching and/or Extension.

Do you have any questions? Contact the organizing committee by e-mail

karyokinesis.symposium@gmail.com

V Karyokinesis Symposium Committee

Florianópolis,

July 24th, 2023

