

2025 Wits Biennial Surgical Symposium

Chapter Submission Guidelines

Guide to Authors

Each speaker is asked to write a chapter in for the congress proceedings. The aim of this congress book is to expand on the topics that will be discussed at the symposium. It is therefore envisaged that your talk will highlight the controversial, critical or problem areas, whereas the book will cover the whole topic.

The book is principally aimed at the general surgeon who requires an update on common topics. It is therefore intended that each chapter presents a short up to date summary of the topic but most importantly gives precise practical guidelines. It is also hoped that registrars preparing for examinations will find the book a useful resource and we are often approached for additional copies by registrars.

Chapter submission will be done online with the link sent to you. There you will be asked to submit your name and affiliations as they should appear in the book.

NOTE: Submissions are to be uploaded as a MS Word document – PDF Format is not permitted. Any difficulties, access or submitting should be discussed with Kristy Muller - kristy@confpartner.co.za

Submission Formatting

- Please submit your chapter by **Friday, 28 February 2025**.
- Length should be 1500-2500 words (submission will not be possible if the length is greater than 2600).
- Chapters to be submitted electronically as a word document (A4 paper, double-spaced, Ariel 12 point font) and should be no longer than 12 sides, assuming say 6 figures or tables. An A4 page of double spaced text contains approximately 200 words and a figure is equivalent to about 100 words (half a page).
- You may invite other contributors to help write the chapter with or for you.
- For some topics of a multidisciplinary nature this may indeed be essential.
- Tables or figures should be submitted separately with their caption in the appropriate place in the text.)
(**Example:** Figure 1: Pathways to care or Table 1: Common bile duct injuries)
- Please illustrate the text as well as possible.
- Photographs should be black and white (avoiding patient photographs without written consent), while tables and illustrations should be on a white background.
- At the end, please provide a summary in point form of the 3-5 salient points related to the topic.
- Please also provide an essential reading list of 2-3 references aimed particularly at the trainee preparing for the examinations.
- Please reference your chapter using numbers in square brackets [2] or [2.3].
- Submit references in the order they are used in the Vancouver style e.g.:
Mayfield W, Hurley EJ. Blunt cardiac trauma. Am J Surg 1984; 148:162-165 or Lyquist E. Biomechanics of the hip disarticulation prosthesis in Murdoch G, Wilson AB (Eds.) Amputation: Surgical practice and patient management Oxford, Butterworth Heinemann, 1996. Pg: 135-140.
- Please use an automated reference manager such as Endnote.

Please note that to conform to University of the Witwatersrand best practice regarding plagiarism. All Chapters will be reviewed for originality by using plagiarism software such as Turnitin. Any Chapter scoring about 15% for similarity or plagiarism if the score is high - speakers will be asked to revise their Chapter

**Thank you again for your contribution to this symposium.
We look forward to seeing you in June.**