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Rules & Assessment of Oration, Papers Workshop & Posters

(As per AGBM-2017, AGBM-2018, AGBM-2019 & AGBM-April 2021)

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General rules-

1. 50% of the authors, including the principal & presenting author must be member of IPS-Rajasthan Chapter at the time of submission of manuscript / abstract. For example, if total number of author is 7 or 8 then at least 4 of them must be member. Similarly if total number of author is only one then he or she must be member. Member means Life Fellow or Life Ordinary Member only, unless specific membership status is mentioned for each award or workshop or free paper or free poster.
2. Presenting author can be the first author/ co-author and must be indicated in the paper at the time of submission.
3. All the entries for an award received within the stipulated time, irrespective of their number, shall be assessed for the award. A paper or substantially the same paper cannot compete for more than one award in any particular conference.
4. A paper or substantially the same paper which has already won an IPS Rajasthan Chapter award is debarred from competing for any award of the IPS Chapter.
5. Author or co-author who won an award in immediately preceding year as an author or co-author shall not be eligible to compete for the respective award, however eligible for other awards. After gap of one annual conference the same author or co-authors shall be eligible for the respective award.
6. All authors must sign declaration of 'no copy right violation in the content of the paper'.
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7. Incomplete papers will not be considered for any award and are likely to be rejected.
8. Once submitted, manuscript will not be returned.
9. Option to include unselected Award paper in Free papers: If a paper has been submitted for Gehlot / Solanki / Dr V D Meel Award paper and after assessment, is not selected for presentation in concerned Award category; then that paper can be considered in free paper category for Best Presentation of Free Paper, only if the presenting / principal author have submitted their consent for the same at the time of submission of paper as –
“This paper can be considered in Best Presentation of Free Paper category if not selected for presentation in concerned Award category”.

10. Awards committee including President & General Secretary shall be debarred from contesting for Professor Shiv Gautam Oration, Gehlot, Solanki and Dr V D Meel award.

Submission of paper-

Submission is online as- Submission must be done via E-mail as per due dates mentioned in official circular/ notification for the conference of relevant year. (Kindly check the website of IPS Rajasthan Chapter regularly for the same <http://www.ipsraj.org>)

Submission of paper include-

In case of Free papers (for **Best presentation of Free Paper**) & posters (for **Jaipur Award & Free Posters**): only abstract (include title of paper/ poster, name of presenting & other authors with their designation & place of working).

In case of **Gehlot award, Solanki award & Dr V D Meel Award** papers: Full text including abstract of paper or manuscript is to be submitted. Front page of manuscript should include title, author's name with designation of presenting & other authors, place of work /institution /hospital where research is done, and corresponding address, including telephone /mobile no and e-mail. First page of manuscript will not be sent in reviewing the paper but it will be kept by Award Committee Chairman. Further pages of manuscript must not include name of authors, place of work, and name of institution or hospital. The basic aim behind this is to maintain the anonymity while reviewing the paper. For this purpose, some modifications are allowed in written manuscript from second page onwards. For example, if title of paper is "A study.....on patients attending Psychiatry O.P.D. of GMC, Kota", it must be written as such on the first page, but from second page onwards, should be modified as "A study.....on patients attending Psychiatry O.P.D. of tertiary care Hospital". Similarly, a study is done at "Central Jail, Kota" must be written as "Central Jail of a District or Division". It is the responsibility of authors to prepare the manuscript in a way that anonymity must be maintained in second and further pages of manuscript.

For submission in case of **Professor Shiv Gautam Oration Award**: See the specific guidelines of this award.

For submission in case of Dr Anil Tambi Workshop Award: See the specific guidelines of this award.

Specific rules for author(s) of individual oration/ paper / workshop/ poster-

I. Professor Shiv Gautam Oration Award paper- This oration award has been instituted out of an endowment received from Dr Shiv Gautam. Top up amount of Rs 1,00,000 is received in May 2019 to continue the Award for next 10 years. This oration should be on any aspect of mental health and will be delivered at annual conference of the Indian Psychiatric Society Rajasthan Chapter. (See General rules also)

1. No age bar. Author himself or herself must be presenting author.
2. The oration award will be declared one year in advance. Declared winner of the year will present the oration in next conference.
3. Any member of the Indian Psychiatric Society Rajasthan Chapter (excluding Award Committee, President & Secretary) can propose the name of any other member of the IPS Rajasthan Chapter for the award.
4. Author must be member of IPS Rajasthan Chapter at the time of submission of paper.
5. Author must have minimum two publications in indexed journals; one of them must be of subject or area on which oration paper is to be presented.
6. Oration paper must be based on original research work done in India and it should not have been published in any journal or awarded elsewhere prior to presentation.
7. Presentation of the paper in conference- The selected/ nominated author should prepare the paper including his original research work and incorporate relevant Indian and International references.
8. Submission of paper- Submission must be done via E-mail as per dates mentioned in official circular of the conference of relevant year. Submission for the Award paper includes-
 - Bio-data of author,
 - Copy of Required publications with full name of journal & indexing detail of the concerned journal,
 - Abstract of oration paper,

- Scan copy Proposal signed a member of the society
- Scan copy of required declaration by author.

II. Gehlot award paper- This award has been instituted out of an endowment received from Dr Poonam Singh Gehlot. Top up amount of Rs 1,00,000 is received in April 2019 to continue the Award for next 10 years. This award should be on any aspect of mental health and will be delivered at annual conference of the Indian Psychiatric Society Rajasthan Chapter. (See General rules also)

1. This award paper is for Post Graduate students (P.G. resident) in Psychiatry. The basic aim & spirit behind this paper is to promote P.G. residents for research and presentation.
2. Presenting author must be a P.G. resident at the time of submission of paper and his or her post graduation tenure is not likely to be completed before relevant annual conference.
3. Co-authors may be other P.G. resident/ psychiatrists/ others.
4. Presentation of paper in conference- Paper must be presented by P.G. student in Psychiatry and only P.G. resident can participate in discussion.

III. Solanki award paper- This award has been instituted out of an endowment received from Dr Ram Kumar Solanki. Top up amount of Rs 1,00,000 is received in November 2020 to continue the Award for next 10 years. This award should be on any aspect of mental health and will be delivered at annual conference of the Indian Psychiatric Society Rajasthan Chapter. (See General rules also)

1. No age bar.
2. Based on original research work done in India.

IV. Dr V D Meel Award paper- This is a new award to be started in annual conference of yr 2020. It has been instituted out of an endowment received from Dr V. D. Meel. Amount of Rs 2,50,000 is received in year 2019 to start the Award initially for 10 years and further continuation will be as per approved rules. This award should be on any aspect of mental health and will be delivered at annual conference of the Indian Psychiatric Society Rajasthan Chapter. (See General rules also)

1. Only for Psychiatrist working in non collegiate setting and this is applicable for all authors & co-authors at the time of submission of paper.
2. Must be based on research work done in non collegiate setting.

v. **Jaipur Award (Poster Presentation)**- This award has been instituted out of the remains of the ANCIPS-2010 received from Dr Shiv Gautam, Chairman, Organizing Committee, ANCIPS-2010 as **donation amount of Rs 2,86,200** initially for 10 years. First award was presented in annual conference of year 2019. This award should be on any aspect of mental health and will be delivered at annual conference of the Indian Psychiatric Society Rajasthan Chapter. (See General rules also)

1. Should be based on original research work done in India.
2. No more than two papers where a particular member appears as an author or co-author shall be submitted for this award in a year.
3. Content in Abstract: The abstract should be structured and contain the aims/objectives, methodology, results, discussion and conclusion. Maximum 300 words and be submitted to Awards Committee before annual Conference.
4. Size of poster- Maximum 3 feet wide & 4 feet high on sheet of paper or flex.
5. Content in poster- as text, pictures, diagrams, flow chart, tables, statistical diagrams like pie-chart, bar etc.
6. Text in poster- may be up to 1000 words in Headings and sub-headings as- Title, Background, Aims, Methodology, Results, Discussion & Conclusion, Name of author(s) with their affiliation.
7. Display in conference- Authors have to carry their poster on the day of conference and display at area provided for that as per timing announced by organizing team of conference. Display area and timing for that will be decided by organizing team of conference.

VI. Dr Anil Tambi Workshop Award-

This is a new award; winner will be declared in annual conference going to be held Sept 2021 and will be presented in next conference of yr 2022 and so on for next 10 years. This award is aimed to motivate members of IPS Rajasthan Chapter to conduct/organise Workshops. It has been instituted out of an endowment received as Rs 2,50,000 on 30.04.2021 to start the Award initially for 10 years and further continuation will be as per approved rules. (See General rules also). Specific rules for this award-

1. Key person / persons (Maximum 2) to conduct the workshop must be Life Fellow or Life Ordinary Member of IPS Rajasthan Chapter at the time of submission.
2. Supporting person / persons (Maximum 3) to conduct workshop may be Psychiatrist, Neurologist, Paediatrician or Medical specialist of relevant branch, Resident of Psychiatry / DM Neurology / paediatrics or any medical specialty of relevant branch, Clinical Psychologist or Psychiatric Social Worker.
3. Age and Experience: For key person- minimum age is 40 yrs and 10 years experience after post graduate degree or diploma in Psychiatry or diploma i.e. MD or DNB
4. Workshop may be conducted on any topic relevant to Psychiatry, De-addiction, Geriatric Psychiatry or Child Psychiatry or Clinical Psychology or Neurological assessment or any other topic relevant to psychiatry.
5. Duration of workshop 50-60 minutes.

VII. BEST PRESENTATION OF FREE PAPER- This encouragement has been instituted by the society to improve the quality of presentation of free papers.

For the Free paper it shall be necessary for the presenting author to submit the abstract [maximum 300 words] by a date determined by the council of the IPS Rajasthan Chapter or as mentioned in circular or notification of conference. The abstract should be structured and contain the aims/objectives, methodology, results, discussion and conclusion.

Assessment will be based on Presentation at conference (floor assessment).

Certificate of Best Presentation is given to Presenting author only.

Note: Presenting author who won this in last annual conference of yr 2019 may apply this year also in this Free paper category but he or she not supposed to be contestant for winner. Since Certificate of Best Presentation is given to Presenting author only, so this condition is not application on other authors / co-authors of the paper.

Certificate of presentation is to be given to each presented paper having name of all authors

VIII. Free Posters- No assessment in this category

1. Title of Poster, Name of author & co-authors and Abstract of poster must be send on or before due date before conference.
2. Poster may be presented in the following format-
 - a. Maximum ideal size- 3feet wide & 4feet high on sheet of paper or flex.
 - b. Content- May be an research article, case report or new procedure or technique and may be presented as Text, Pictures, diagrams, flow chart, tables, statistical diagrams like pie-chart, bar etc.
 - c. Text- may be up to 1000 words in Headings and sub-headings as- Title, Background, Aims, Methodology, Results, Discussion & Conclusion, Name of authors with their affiliation.
 - d. Display- Authors have to carry their poster on the day of conference for display.

Certificate of presentation is to be given to each presented poster having name of all authors

Screening rules for Papers / workshop / Posters

No marks awarded in screening.

Screening of Free papers & Free Posters-

Screening will be done by General Secretary as per the rules and regulation applicable at the time of submission of abstract for the paper/ poster.

Screening of Award papers, Award Poster & Award Workshop-

The members of the panel judges must be chosen by the Chairpersons of the Awards Committee in consultation with the President and Vice-President (President Elect), and confidentiality should be maintained in this regard. The panel must have strength of three members for each award. There shall be no bar to the appointment of an individual to more than one panel of judges. The awards committee shall be at liberty to co-opt one or more members to the panel of judges during adjudication of the presented version of a paper. The committee shall be under no obligation to appoint the same person for both the written and presented version. None of the judges appointed to a panel to adjudicate an award shall be eligible to contest for the same award. However, a judge may compete for any other award.

Screening of all award papers by Award Committee- (i.e. Award Committee Chairman, members of Award Committee including President & General Secretary as ex-officio members) on following points-

- a. Rules and regulation applicable at the time of submission of paper.
- b. No paper shall be eligible to compete for the award where member who have won that same award (means the author or co-authors who got the certificate of winner) for the immediately preceding year appear as an author or co-author.
- c. A paper or substantially the same paper cannot compete for more than one award in any particular conference. A paper or substantially the same paper which has already

won an IPS Rajasthan Chapter award is debarred from competing for any award of the IPS Rajasthan Chapter.

Assessment rules for Professor Shiv Gautam Oration Award

This is final stage of assessment for this award. Total marks for this stage is 100. The nominations shall be assessed by a panel of judges appointed for the purpose. The assessment should be done on the basis of required previous research work or publication and abstract of original research work. The person securing the highest marks shall be selected to receive the award, subject to ratification by the award committee & the Executive Council of IPS Rajasthan Chapter and to deliver the oration provided that the marks secured by him is not less than 50% out of 100.

The assessment should be done on the basis of required previous research work & abstract submitted for paper. In case of a tie, the concerned nominations shall be re-assessed by another panel of judges.

If in the opinion of the panel of judges, no contestant for an oration award scores 50% or above, there will be no oration award for the relevant year.

The verdict of the panel of judges as adjudicated and ratified by the awards committee & the Executive Council of the Indian Psychiatric Society Rajasthan Chapter shall be final and binding.

Assessment rules for Gehlot Award, Solanki Award & Dr V D Meel Award

It involves two stages assessment. First stage of assessment is for Written Manuscript and second stage of assessment is for Presentation in annual conference.

Assessment of Written Manuscript: A panel of judges shall rate the written manuscript of papers. There shall be 3 judges panel. Maximum 60 marks and these marks are for preparation and compilation of the manuscript as-

- Topic, title, its relevance and methodology - 12 marks
- Survey of literature, references, bibliography - 12 marks
- Presentation of results and discussion - 12 marks
- Conclusion and how far they are substantiated by the study. - 12 marks
- Clarity, Lucidity, precision of language & overall elegance of the paper- 12 marks

On basis of marks obtained in the assessment of manuscript best 3 papers will be selected for presentations in conference.

Assessment of Presentation: A panel judges shall rate the presentation of the award in the annual conference. There shall be 3 judges panel. Maximum 40 marks are for presentation during the conference as-

- Style, clarity, compactness of expression and presentation - 10 marks
- Expression and Language- 10 Marks
- Use of visual aids (appropriateness, quality, visibility)- 10Marks
- Response to points raised in discussion- 10 marks

Subject to adjudication and confirmation by the award committee and rectification by the executive council of the IPS Rajasthan Chapter, the paper securing the highest total marks out of 100 (60+40 of Written Manuscript and Presentation respectively) shall win the respective award. In case of tie, the concerned papers will be declared joint winners. In case no paper scores 50%

or more marks, the awards committee may not declare any winner for the award for that particular year and conference.

The verdict of the panel of judges as adjudicated and ratified by the awards committee & the Executive Council of the Indian Psychiatric Society Rajasthan Chapter shall be final and binding.

Assessment rules for Jaipur Award

1. A panel of judges shall rate the poster papers at the time of the conference (floor assessment only). The papers securing the highest total marks (out of 100) shall win the award, subject to ratification by the award committee & Executive Council of IPS Rajasthan Chapter. In case of a tie, the concerned papers shall be declared the joint winners. To win an award not less than 50% of the full marks must be obtained by a paper.
2. The manuscripts of poster will be assessed as per guidelines laid down under the following headings:
 - (a) Topic, title, its relevance and methodology- 20 marks
 - (b) Survey of literature, references, bibliography- 20 marks
 - (c) Presentation of results and discussion- 20 marks
 - (d) Conclusions and how far they are substantiated by the study- 20 marks
 - (e) Clarity, lucidity, precision of language and overall elegance of the paper- 20 marks
3. All the authors of the award winning paper shall be considered to have won the award and shall be issued the certificate.

Subject to adjudication and confirmation by the award committee and rectification by the executive council of the IPS Rajasthan Chapter, the posters securing the highest total marks out of 100 shall win the award. In case of tie, the concerned papers will be declared joint winners. In case no poster scores 50% or more marks, the awards committee may not declare any winner for the award for that particular year and conference.

The verdict of the panel of judges as adjudicated and ratified by the awards committee & the Executive Council of the Indian Psychiatric Society Rajasthan Chapter shall be final and binding.

Assessment rules for Dr Anil Tambi Workshop Award

1. This is final stage of assessment for this award. Total marks for this stage is 100. The nominations shall be assessed by a panel of judges appointed for the purpose. The assessment should be done as mentioned below. The person / team securing the highest marks shall be selected to receive the award, subject to ratification by the award committee & the Executive Council of IPS Rajasthan Chapter and to deliver the oration provided that the marks secured by him is not less than 50% out of 100.
2. In case of a tie, the concerned nominations shall be re-assessed by another panel of judges.
3. If in the opinion of the panel of judges, no contestant for an oration award scores 50% or above, there will be no workshop award for the relevant year.
4. Assessment-
 1. Marking: should be based on script of workshop and resume of Key person.
 2. Marks: Total Maximum 100 as per following headings- (Qualifying marks 50)
 - i. Experience: Post MD, Psychiatry or DNB, Psychiatry or DPM, half mark for every one year after age of 40. : Max Marks 10
 - ii. Publications: In indexed Journal, 3 mark for each publication in Pubmed indexed journals and 2 marks for each publication in journals indexed other agencies, counted when in first 3 authors or Corresponding author. (Publications relevant psychiatry) Max Marks 10
 - iii. Contribution to society: Max Marks 30
 - iv. Achievements (in field of Psychiatry): Max Marks 10
 - v. Presentation of paper, lecture or oration in conference or mid-term CME. Max Marks 10
 - vi. Script and material of workshop: Max Marks 30

Assessment for Best Presentation of Free Papers

A panel judges shall rate the presentation of the award in conference (floor assessment only).

There shall be 3 judges panel. Maximum 40 marks are for presentation during the conference as-

- Style, clarity, compactness of expression and presentation - 10 marks
- Expression and Language- 10 Marks
- Use of visual aids (appropriateness, quality, visibility). 10 Marks
- Response to points raised in discussion - 10 marks

Assessment of Free Papers as per above should be assessed by 3 different judges. Winner will be only Presenting author only.

Subject to adjudication and confirmation by the award committee and rectification by the executive council of the IPS Rajasthan Chapter, the paper securing the highest marks out of 40 shall be declared as winner. In case of tie, the concerned papers will be declared joint winners. In case no paper scores 50% or more marks, the awards committee may not declare any winner for the award for that particular year and conference.

The verdict of the panel of judges as adjudicated and ratified by the awards committee & the Executive Council of the Indian Psychiatric Society Rajasthan Chapter shall be final and binding.

Award Amount, Medal & Certificate- Applicable to-

1. **Professor Shiv Gautam Oration Award,**
2. **Gehlot Award**
3. **Solanki Award**
4. **Dr V D Meel Award**
5. **Jaipur Award &**
6. **Dr Anil Tambi Workshop Award**

Amount for winner: Rs 3000 and will be given to Presenting author to be distributed among all authors as-

- a. Winner is to be only one (first) paper or poster in every Award. In case of equal marks there will be joint winners and winning amount will be shared.
- b. Winner amount for every award is fixed as-
 - I. 50% to presenting author
 - II. Equal distribution of remaining 50% amount among all member (I.P.S. Rajasthan Chapter) co-authors.
 - III. If author is single- whole amount is paid to him or her.
 - IV. Award money will be transferred to Presenting author who will further distribute it among co-authors as per above point no (ii).
 - V. Presenting author may donate the whole amount of winner to the society. In that point no (ii) & (iv) will not be applicable.

Medal for winner: simple golden colour polished as a token of honor to presenting author.

Certificate of winner as 'presenting author' & "co-author" to all authors.

Note: Winning award Amount, Medal and Certificate of winner will be given to presenter in next conference. Award money is to be given by cheque or online transfer.

Dr Vinod Kumar Daria
General Secretary

Annexure-1

Format of Undertaking & Declaration

For submission of Oration / Paper / Poster in annual conference of Indian Psychiatric Society
Rajasthan Chapter (I.P.S. Rajasthan Chapter)

(Strike through which is not applicable)

1. I/we am/ are submitting Oration / paper / workshop / poster
titled.....
.....
.....
.....
2. I/we am/ are submitting Oration / paper / poster to be included in Professor Shiv Gautam
Oration Award / Gehlot Award / Solanki Award/ Dr V D Meel Award/ Jaipur Award / Dr
Anil Tambi Workshop Award/ Free Paper / Free Poster and I/We read all the relevant rules
dated 25.08.2021 available on official website of Indian Psychiatric Society Rajasthan
Chapter (www.ipsraj.org).
3. 50% of the authors, including presenting author is /are member of I.P.S. Rajasthan Chapter
and their membership number as Life Fellow (LF) or Life Ordinary Member (LOM) are
written at below with their name & signature or as per specific rules for workshop.
4. No author had won the respective award in immediately preceding annual conference.
5. No copy right violation in the content of paper.
6. Submitted Oration / Paper / Workshop/ Poster or substantially the same paper has not won an
I.P.S. Rajasthan Chapter award.
7. Submitted Oration / Paper / Workshop / Poster is based on original research in India. (May
not be applicable in Dr Anil Tambi Workshop Award & Free Poster)

8. Submitted Oration / Paper / Poster is not published / in process of publication in any journal.
9. If paper is not selected for presentation in concerned Award category; then the paper can be considered in free paper category for Best Presentation of Free Paper. (applicable in Gehlot award / Solanki award/ Dr V D Meel Award): Yes / No (Tick either Yes or No)

Name with LF / LOM number & Signature of Author / Presenting Author & Co-authors