

**Conventions for Writing Theses at the 6th International Scientific  
Conference of Riga Medical College of the University of Latvia “NEW  
APPROACHES TO IMPROVING HEALTH CARE EDUCATION: TODAY AND  
TOMORROW**

1. Theses for the conference are accepted in English. Presentation language - Latvian or English.
2. Theses must be submitted electronically via e-mail to [conference@rmkoledza.lv](mailto:conference@rmkoledza.lv)
3. Theses for the conference are accepted until **17:00, 30 September 2019**.
4. The content of the theses is the responsibility of the authors.
5. Theses should contain information on the original studies conducted over the past 2 years.
6. Theses must be written in Times New Roman font with Single spacing. Spacing between paragraphs - 6pt (Paragraph → Spacing → After 6pt).
7. Words that are not in English must be written in *Italic*.
8. Theses should contain the following sections, in sequence:
  - **Title** (max. 200 characters - Bold, Caps Lock, font size 14);
  - **Authors:** Name, Surname (*Italic*, presenting author in Bold, font size 12);
  - **Author's workplace(s)** are listed below, numbered (*Italics*, font size 10) - institution, city, country. The reference number of the workplace must be given after the author's surname, without spacing and using the Superscript function;
  - **Introduction**
  - **Research aim**
  - **Materials and methods**
  - **Results**
  - **Conclusions.**
9. The total volume of the “Introduction”, “Research aim”, “Materials and Methods”, “Results”, “Conclusions” sections may not exceed 400 words.
10. No more than one table, not exceeding 5 x 5 cm, may be inserted in theses. If a table is inserted in the thesis, the total number of words may not exceed 375.
11. Page format - A4 (size 21 cm x 29.7 cm), orientation – portrait, page layout/margins: top - 2.5 cm, bottom - 2.5 cm, left - 2.5 cm, right - 2.5 cm.
12. Authors should indicate the language of the presentation: **Latvian or English**.
13. If theses are not prepared according to the requirements and / or submitted after the submission deadline, they will not be accepted for publication.
14. In case of uncertainty, you may contact PhD. Daina Voita, Deputy Director of Science (e-mail: [daina.voita@rmkoledza.lv](mailto:daina.voita@rmkoledza.lv)).