



Web Case Requirement Instructions

Web cases can include an interesting case from grand rounds, Pittsburgh Academy of Dermatology meetings, a patient that you have seen in clinic, or a case that you have seen during the dermatopathology signout. You must have a faculty member that reviews the case with you. This faculty member must be included as a co-author on the web case. The written portion of this report must be submitted as a Word document with the images submitted as separate files. **Images should not be submitted embedded in the Word document.**

All documentation must be submitted on a CD, DVD, or Thumb drive. You can either hand and deliver the disk(s) to Leah or send them via the courier.

However, please note that if you choose to send the disk via the courier, you are still responsible for the information if it is lost, so, please keep a backup!

Thumb drives can be given to Leah on a Friday DermPath Conference day. If you want to see an example of a Web case used the following URL to see the entries from previous years on the Dermatopathology web site.

http://dermpath.upmc.edu/derm_caseofmonth.html

You can (and should) list your web case on your CV as case reports; should you want to publish these in paper format, it is still possible. All submissions are due on the last working day of the month assigned to you. You will receive two reminder e-mails three weeks and then five days prior to the due date for your case.

If you have any questions regarding this requirement, please contact Leah.