Abstract Submission Guidelines Research Day 2024

GENERAL FORMATTING:
- Presenting authors will be limited to **one** abstract/presentation (either oral or poster).
- The presenting author must be the first/primary author on the abstract.
- There is no limit to the number of times an individual may appear as co-author on an abstract.
- We recommend that you compose your abstract with a word processing program, then cut and paste into the abstract submission page.
- Paragraphs must be single spaced.
- Proof your submission carefully as it will appear exactly as submitted.
- The body of the abstract MUST not exceed the **300 word maximum**. Word count will be verified during submission.
- ***Abstracts that do not meet these guidelines will be rejected***.

PRESENTING AUTHOR:
- Fill in the presenting author's first name, middle initial (optional), last name, email address for the presenting author, academic department of mentor and institutional affiliation (example: Colorado State University).

TITLE:
- Make the title brief, clearly indicating the nature of the investigation (20 words or less).
- Capitalize only the first word of the title. Do **NOT** capitalize the entire title. Do not indent the title.
- (Sample title) "Prenatal dexamethasone impacts the blood vessels within the paraventricular nucleus of the hypothalamus"

AUTHOR LIST:
- Please enter the full author list (including presenting author as first author and project mentor as final author) in the following format
  - Annie E. Hess, Katie Sikes, Kelly Santangelo
- DO NOT indicate degrees, titles, institution appointments, or affiliations (please list names only)

CONTENT:
- Do not include graphs, charts, and tables.
- Do not include references.

The content of the abstract should be written as a single paragraph containing the following information:

Note: the following headers (ex. **Purpose**) are guidelines and DO NOT need to be included in the abstract.

Purpose: A statement of why the study was performed.

Materials/methods: A summary of the basic methods used. Include the statistical tests utilized (if statistics were performed).

Results: A summary of the results presented in sufficient detail to support the conclusions.

Conclusions: A statement of the conclusions reached (it is not satisfactory to state "the results will be discussed" or "other data will be presented").

Do NOT use hard returns in your abstract. Please construct as a **single** paragraph.

MISCELLANEOUS:
- Abbreviations must be defined by the author by placing them in parenthesis after the full word the first time they appear. Abbreviations should be avoided in titles.
- Non-proprietary (generic) names are required the first time a drug is mentioned, written in lower case letters (Ex. cimetidine).
  - Proprietary names are always capitalized, e.g. cimetidine (Tagamet).
- Special characters and Greek letters cut and pasted from Microsoft Word will be retained.
- Gene names should be properly italicized.

- Research funding source information should be included at the end of the abstract. Please confirm the funding source(s) for the research described in your abstract with the project's PI(s).