

Instructions for the Formatting and Submission of Abstracts

Formatting Instructions

- The entire abstract should be no more than 250 words.
- The typeface must be Times New Roman
- Include the Abstract Title, Authors and Author (Institutional) Affiliations.
- The name of the presenting author should be underlined.
- Type the text of the abstract in 12 point, right and left justified

Submitting Instructions

- The deadline for receipt of abstracts is **Friday May 1st**
- Abstracts will not be accepted after this date
- Abstracts should be saved as a Word document labelled [LAST NAME]_[INITIALS].doc DO NOT USE BRACKETS BUT PLEASE USE UNDERSCORE BETWEEN LAST NAME AND INITIALS
- Follow instructions during the registration process to upload your Abstract