

REGULATIONS AND PROCEDURES
(Please read before preparing your abstract)

Regulations:

1. All presentations for the competition and non-competition will be either oral or poster in the standard IADR format.
2. An individual may present only one paper at this meeting; there is no limitation to the number of abstracts you are listed as co-author.
3. Abstracts reporting studies with unidentified drugs will not be accepted.
4. Submission of an abstract carries with it the obligation of the author to present the paper.
5. After the program has been printed, the abstract may not be withdrawn.

Typing and preparing the Abstract

Abstracts that do not adhere to the style given below will be refused.

1. **Practice first:** Using the enclosed practice sheets, type the abstract as instructed. Words must be typed within the confines of the box. Do not type on the line or outside the box, otherwise the abstract will be refused. Use Arial 10 or a similar font. Abstracts printed with smaller type will be refused. Proofread your abstract carefully.
2. **Title:** Limit title to 10 words. It should indicate content of abstract in a concise manner. Start title on first line of dotted box. Put a period after the title.
3. **Authors and Institutions:** Starting after the period (following the title), list each author's name in capital letters. Put an asterisk (*) after the name of the person presenting the paper. Institutions must follow the last author's name and should be enclosed in parentheses, followed by a period. Addresses may be abbreviated, omitting state or country if obvious. Asterisk only one name per abstract.
4. **Abstract Material:** Start the text on a new line, without indentation, and use entire width of box. Paragraphs should be in block style; however, authors may opt to use indentations, one-line space, or no paragraphs.
5. **Content of Abstract:** The abstract should contain a brief statement of (a) the objectives of the investigations; (b) experimental methods used; (c) essential results, including data and statistics, and (d) conclusions. (e) Grant number, if any, should also be typed in the box. Do not include illustrations; however, tables may be used. It is not acceptable to say that results will be presented and/or discussed.

SEE FOLLOWING PAGE FOR SAMPLE ABSTRACT.

Guidelines for Oral Presenters:

1. You have ten (10) minutes for your presentation and five (5) minutes for the discussion. The session chair will hold you to this time.

2. Cover the same material as reported in the abstract.
3. Give an opening statement to acquaint the audience with the nature and purpose of the study.
4. Briefly describe procedures and materials. Define all trade names first, then use generic names throughout. All compounds and drugs must be identified.
5. Allocate most of the presentation time to the results of the study. State the results simply and clearly so that significant facts can be readily identified.
6. Conclude the presentation with a brief summary of the essential results you believe were demonstrated by the experimental data.

Guidelines for Poster Presenters:

NOTE: You are required to be at your poster from the start of the poster session until the end of the session. (See program for exact time.)

Use the following instructions when preparing your poster:

1. Fit your poster on one side of the poster board. Dimensions of the usable work area are: six feet (6') wide by four feet (4') high.
2. Prepare a label to affix at the top of the poster board. Type should be at least one (1) inch high. Indicate on the label: a) presentation number of the abstract, b) title, and c) authors.
3. Enlarge the abstract you submitted and affix it to your board.
4. You have complete freedom in displaying your information in figures, tables, text, photography, etc. The presentation must cover the same material as the abstract.
5. Briefly describe procedures and materials. Define all trade names first, then use generic names throughout. All compounds and drugs must be identified.
6. Prepare all illustrations neatly and legibly beforehand, in a size sufficient to be read at a distance of eight (8) feet. All lettering should be AT LEAST 3/8 inch high. Remember--a series of typewritten sheets attached to the poster board is NOT an acceptable poster.
7. **Please bring your own pushpins (tacks) to affix your board. DO NOT use staples!**

SEE FOLLOWING PAGE FOR SAMPLE POSTER

SAMPLE POSTER

