



2018 Annual UNE COM Student Research and Scholarship Forum

Forum Date: September 21, 2018

Abstract Guidelines

Please read all the instructions before typing your abstract. **Abstracts must be received by 11:59 PM (midnight) on Sunday, August 12, 2018** (extended from August 6). COM students may submit (unpublished) data from other institutions with the permission and consent of their research mentor. Please obtain approval from your mentor **prior to** uploading your abstract online. **Submit abstract online as an MS Word file attachment at: <https://www.une.edu/com/research/news-events/research-forum>.**

Page Format:

Paper: 8.5 x 11 (letter), portrait orientation (vertical)

Margins: **Top, bottom, left, and right: 1.0 inches**

Font: Arial

Font size must be 11 point or 12 point

Align text left (or left justified)

The text should be single spaced, but skip a line between sections of the abstract.

Length: The abstract text must be limited to **one page only** (including section headings; using the margins and fonts previously described).

Do NOT use the header or footer option for text or titles.

Do not include images, graphs or tables in the abstract.

Do not include references or citations in the abstract.

Heading:

Line 1: Title (Please bold, but do not use all caps). Capitalize the first letter of each word except for prepositions and conjunctions.

Line 2: Authors [Last Name, Initial(s), Degree]. Example: Smith, J, D.O., Jones, S., OMSII
All authors must be named. **The person presenting the poster at the forum should be the First Author.**

Line 3: Name of Institution, Program or Department, City, State
Skip one line before beginning the body of the abstract.

Abstract Content (for Original Research):

Please follow the traditional four-section format. It is strongly suggested that you include the following in each section.

Introduction: Purpose (rational for study), objectives/aims, hypothesis (if appropriate)

Methods: Brief statement of methods, include: Subjects (inclusion/exclusion criteria, sampling method); protocol; data analysis and statistical tests

Results: Summary of results

Conclusion: A brief statement of the conclusion, relating back to the introduction

All abstracts will be reviewed by the UNE COM Research and Scholarship Committee. You may be contacted with suggestions for improvement. *If so, you will be given the opportunity to rewrite your abstract and resubmit it but the turn-around time will be short.*

Abstracts will accepted until 11:59 PM (midnight) on Sunday, August 12, 2018

Poster Printing: The Office of COM Research and Scholarship will print your poster at no charge for this event **if the poster file is received by Friday, September 14 at NOON**; send PowerPoint to Diane Labbe at dlabbe@une.edu. A poster template will be sent separately and no later than August 22nd to those whose abstracts were accepted.