

## ABSTRACT SUBMISSION

- Abstracts must be submitted using the online submission form by the stated deadline. Abstracts with incomplete submission data and abstracts that do not comply with preparation guidelines will be rejected without review.

## ABSTRACT PREPARATION

Typing Instructions for Abstract Form:

- Abstracts must be composed in either Microsoft Word or WordPerfect.
- Use Times New Roman 10 point font.
- Print must be black.
- Please proof your submission carefully as the abstract will appear **exactly** as submitted.

Formatting:

- The **body** of the abstract MUST not exceed 2000 characters. Word count will be verified during submission. We apologize for the inconvenience, but special formatting and characters are not recognized by the text editor program. **Their use will lead to errors in the final abstract.**

Ex: Bolding and italics will not be present in the final abstract.

Ex: **Greek characters will be changed by the program to the programming plain text equivalent**, e.g..  $\mu\text{g}$  will appear as **mcg**. To avoid this error, use mcg for  $\mu\text{g}$ , for example.

- Paragraphs within abstracts must be single-spaced.
- Abstracts that do not meet these guidelines will be rejected.

Title and Authors:

- Make the title brief, clearly indicating the nature of the investigation. Do NOT capitalize the entire title.

• Authors will be limited to one presentation **per first author presenter**.

• State each author's name and institutional affiliations (including city and state). If no institution is involved, give the city and state.

(example): Smith, R Johnson, CK Hilfiger. Denver University College of Veterinary Medicine, Denver, CO

(example of authors at multiple institutions): PJ Smith<sup>1</sup>, R Johnson<sup>1</sup>, CK Hilfiger<sup>2</sup>. 1. Denver University College of Veterinary Medicine, Denver, CO. 2. Pacific Veterinary College, Pacific, WA

- Omit degrees, titles, institution appointments, street address and zip code.

Content:

- Do not indent the title.
- Graphs and charts will not be allowed.
- Organize the abstract using the headings as follows:

**Purpose:** A statement of the purpose of the study.

**Materials/methods:** A statement of the methods used.

**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").

Abbreviations and Drug Names:

- 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 small letters.
- Proprietary names are always capitalized, e.g. cimetidine (Tagamet).