

Instructions for Abstracts

2014 Annual Meeting of the Association of Clinical Scientists

May 28-31, 2014, Amelia Island, FL

Contents

1. Presentations are typically 15 minutes long, unless the presenter is otherwise notified.
2. The abstract should not exceed 300 words.
3. The title should (i) precisely delineate the subject matter; (ii) not exceed 12 words, and (iii) not use proprietary names.
4. The authors' names should be stated as a group, with given names first, followed by surnames. Academic degrees should not be used. The institution and city where the work was done should be stated; departments should not be listed.
5. The introductory sentence(s) should state the objectives and scope of the presentation.
6. The next sentences should describe the design of the study and mention salient test materials, subjects, and procedures. Uncommon abbreviations should be explained.
7. The body of the abstract should present the results and their statistical significance.
8. The final sentence(s) should state the conclusions and their implications. Uninformative sentences (eg, "the work will be discussed") should not be included.

Format

1. The abstract consists of three sections; the first gives the title, author(s), and affiliation(s); the second contains the text; the third states the CME Learning Objectives (see below).
2. The abstract should be prepared using MS Word.
3. The font should be "Times" or equivalent; the font size should be 12 point; left alignment should be used without justifying the right margin; default settings should be used for line spacing; indentations and tabs should not be used. Do not use bold type; use italics only for genus and species.
4. The abstract should not contain tables.

Submission

1. Submit abstracts by e-mail to roger.bertholf@jax.ufl.edu. The body of the e-mail message should include the presenting author's complete mailing address, telephone and fax numbers, e-mail address, and whether or not he/she is eligible for the Young Clinical Scientist Award (45 years of age or younger). Alternatively, abstracts may be sent by US Mail, FedEx, or other express delivery service to: Roger L. Bertholf, PhD, Department of Pathology, 655 West 8th Street, Jacksonville, FL 32209; voice (904) 244-5076; fax (904) 244-4060.
2. To comply with requirements for CME accreditation by the American Society for Clinical Pathology, each author and co-author must complete and sign a Full Disclosure Form to disclose any relevant financial interests or conflicting relationships. The Full Disclosure Forms may be sent by email (PDF), fax, or regular mail.
3. The abstract must include two or three CME Learning Objectives of the presentation by completing the following sentence: "Upon completion of this activity, participants should be able to..."
4. **The deadline for submission of abstracts is Saturday, March 1, 2014.**
5. The presenting author will be notified by e-mail before March 15, 2014 whether or not the paper has been accepted. Accepted abstracts will be printed in the program booklet and published in the Annals of Clinical & Laboratory Science.