

Association of Clinical Scientists
Instructions About Abstracts for the 2010 Annual Meeting

Contents

1. The abstract should not exceed 300 words.
2. The title should (i) precisely delineate the subject matter; (ii) not exceed 12 words, and (iii) not use proprietary names.
3. The authors' names are stated as a group, with given names first, followed by surnames. Academic degrees should not be used. The presenting author's name is marked with an asterisk. The institution and city where the work was done should be stated; departments should not be listed.
4. The introductory sentence(s) should state the objectives and scope of the presentation.
5. The next sentences should describe the design of the study and mention salient test materials, subjects, and procedures. Uncommon abbreviations should be explained.
6. The body should present the results and their statistical significance.
7. 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 two paragraphs; the first gives the title, author(s) and affiliation(s); the second contains the text.
2. The abstract should be prepared using MSWord.
3. The font should be "Times," 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; indents 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. For abstract submission by computer CD, the label should indicate the name of the presenting author. Enclose the CD in a mailer, along with (i) a printed copy of the abstract, (ii) a statement whether or not the presenting author is eligible for the Young Clinical Scientist Award (ie, a member of the Association, age <45 years), (iii) Full Disclosure Forms for all authors (see below), and (iv) a statement of the CME Learning Objective(s) (see below).
2. For submission by e-mail, the abstract should be attached to an e-mail message and sent to the Secretary-Treasurer at clnsci@sover.net. In the e-mail message, include the presenting author's complete mailing address, telephone and fax numbers, e-mail address, whether or not he/she is eligible for the Young Clinical Scientist Award, and a statement of the CME Learning Objectives.
3. To comply with requirements for CME accreditation by the College of American Pathologists (CAP), each author and co-author must complete and sign a CAP Full Disclosure Form to disclose any relevant financial interests or conflicting relationships.
4. The presenting author must state the CME Learning Objectives of his/her presentation by completing the following sentence: "Upon completion of this activity, participants should be able to..." The Full Disclosure Forms and CME Learning Objectives may be sent by pdf, fax, or regular mail.
5. The deadline for submission of abstracts is Friday, 15 January 2010. The Association's address for US Mail is PO Box 1287, Middlebury, VT 05753, USA; the street address for FedEx and other express delivery services is 25 Maxwell Place, Middlebury, VT 05753, USA; the telephone number is 802 458 3351; the fax number is 802 458 3278; the e-mail address is clnsci@sover.net.
6. The presenting author will be notified by e-mail before 1 March 2010 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*.