

CSACI Guidelines for Authors: Preparation of Abstracts

Please note: if the abstract guidelines are not followed, your submission will not be accepted.

Abstracts must be submitted in English via the on-line submission form by Friday, June 28, 2024.

PRESENTING AUTHOR IDENTIFICATION

When submitting an abstract, please choose the category most appropriate for the presenting author (submitter):

- Trainee (includes: students, residents, fellows-in-training)
- Allied Health Representative
- Industry Representative or Affiliate
- CSACI Summer Studentship Recipients
- Other (includes physicians in practice, staff scientist, research associates)

PREVIOUSLY PUBLISHED STUDIES

Please do not submit abstracts that have been published previously in any format or presented at another meeting prior to the CSACI meeting **Nov. 7th – 9th, 2024**.

Research Ethics Board (REB) APPROVAL

Research involving human participants, human material, or human data, must be performed in accordance with the Declaration of Helsinki and approved by an appropriate ethics committee.

When submitting your abstract please indicate whether the study has received approval by an appropriate research ethics committee, or if it has been granted an exemption from requiring ethics approval.

If the study has been granted an exemption from research ethics approval, please indicate the name of the committee that granted the exemption.

TITLE

The title should be in sentence case, with no unnecessary capitalization and no period at the end with a maximum of 150 characters.

AUTHORS

First name, middle initials if required, and surname with no period at the end.

If the authors are presenting an abstract on behalf of a study group, this information should be included in the author list.

AFFILIATIONS

Affiliations should include department, institute, town, province, and country.

MAIN TEXT

- **Should not exceed 300 words.**
- Greek and other special characters may be included.
- SI units should be used throughout (litre and molar are permitted).
- Web links (URLs) should be provided in full, including both the title of the site and the URL, in the following format: Mouse Tumour Biology Database
[\[http://tumor.informatics.jax.org/cancer_links.htm\]](http://tumor.informatics.jax.org/cancer_links.htm).
- Acronyms should be used sparingly and defined when first used.
- Research abstracts should be structured to include a Background, Methods, Results and Conclusions section.
- Case Report abstracts should be structured to include a Background, Case presentation, and Conclusions.

REFERENCES

References may be included if they are essential but will not be included in the abstract word count.

- All references should be cited consecutively in the text, using numbers in square brackets (i.e., [1,2]).
- Only papers that have been published, or are in press, or are available through public e-print/preprint servers should be included in the reference list.
- Journal abbreviations should follow MEDLINE standards.
- References should be laid out at the end of the abstract in Vancouver style and preceded by the relevant reference number. An example of a reference for a journal article follows. The full reference style guide can be found at the journal's [website](#).

Reference Examples:

1. Last name A, Last name B, Last name C: **Title of journal article.** *Journal Medline abbreviation* year, **Vol:** first page-last page.
Chomczynski P, Sacchi N. **Single-step method of RNA isolation by acid guanidinium thiocyanate-phenol- chloroform extraction.** *Anal Biochem.* 1987; **162:**156-159.
2. Last name E: **Title of book chapter.** In *Name of Book. Volume 2.* 2nd edition. Edited by Last name F. Place: Publisher; year first page-last page.
e.g.
1.

ORAL PRESENTATIONS

Please note that all abstracts accepted for the CSACI annual general meeting will ALSO be presented at the meeting in poster format.

- ONLY top-rated abstracts that are submitted by trainees or allied health professionals will be selected for oral presentations.
- Submitters must indicate whether they wish to give an oral presentation in addition to their poster when submitting their abstract.
- Oral presenters will be contacted by email early September with assigned presentation times **on Saturday the 9th** of November between 2:45 - 4:00 PM.

The CSACI and the CSACI Abstract Committee reserve the right to reject any abstract submissions that do not meet the minimum requirements as outlined in these guidelines, are deemed to be of inadequate quality, or are deemed to have been previously published.

Thank you to all who submit an abstract to the CSACI's 79th Annual Scientific Meeting!