



ABSTRACT SUBMISSION GUIDELINES

SOUTHWESTERN STATES RESIDENCY CONFERENCE

Abstract:

Please use the Abstract Submission Worksheet to submit your abstract. To complete the worksheet, you will need:

- Resident's full name
- Resident's E-mail address
- Location of residency program (City, State)
- Residency Program name (Site)
- Type of Training (PGY1, PGY2, fellowship)
- Specialty and Presentation Topic Area
- Study Practice Setting
- IRB/Ethics committee status (e.g., approved, exempt, etc.)
- Study Practice Setting (inpatient, outpatient)

Word Limits:

Abstract **MUST** follow designated word limits:

- **Title** of abstract should not exceed – 25 words.
- **Body** of abstract should not exceed – 625 words (suggested breakdown below)
 - Purpose ~ 100 words
 - Methods ~ 225 words
 - Results ~ 200 words
 - Conclusion ~ 100 words

Abstract Title:

Submissions of titles that are **NOT** in the correct format will be rejected.

- Be sure your title accurately and concisely reflects the abstract content.
- Do NOT use proprietary (brand) names in the title.
- Capitalize only the first letter of the first word in the title, except in the case of acronyms or proper nouns (e.g. countries, etc.). Do not use ALL CAPS.
- Do not use "A," "An," or "The" as the first word in the title.

Abstract Format:

- Do not use special functions such as tabs, underlines, trademarks, superscript, subscript, bold, or italics.
- Do not include graphs, tables, or illustrations in your abstract.
- Spell out all pharmaceutical acronyms.
- Do not include the title or authors in the body of the abstract.
- Abstracts in outline form will be rejected.

Results:

Provide any available results, including descriptive statistics. If results are not available at the time of abstract submission, please indicate "In Progress".