Instructions for Abstract Submission

Abstracts are for electronic publication (USB) as a pdf. They will be submitted as either a request for a poster or for an oral presentation. The scientific committee will review and make recommendations on suitability. Posters will have a 1 to 2 minute presentation as part of the programme. Oral presentations will be 12 minutes and 3 minutes for questions. Instructions will be sent to the presenting author when notifications of acceptance are emailed.

Abstracts should be formatted as indicated below:

- Use MS Word 2003 or later; if not available then rich text format (*.rtf) is acceptable
- Use a common font such as Arial, Calibri or Times New Roman, 12 font

The contents of the abstract should be provided as indicated below:

- Indicate if submitted for a **poster or oral presentation**
- Indicate intended **theme** if relevant
- **Title** – use sentence case and bold
- **List authors** in the same order as for publication, i.e. first author listed first, second author (including supervisor) listed last. Last name followed by relevant initials.
    - **Bold** the presenting author's name. This is important since abstracts will not be scheduled for presentation if the presenting author is <u>not registered for the conference by May 15, 2019</u>.
    - **If currently enrolled as a student** in a recognized academic institution please put "(UGS)" if undergraduate or "(GS)" if graduate after the presenting author's name.
- Provide each **author's affiliation** (academic institution / practice / farm, address) under the names using numbered superscripts (e.g. [1])
- Provide presenting author's **email address** – this will be used for communication
- **The length of the abstract should not be longer than 500 words** (excluding title and authors) and should be structured using the following subheadings: **Introduction and Objectives; Method; Results; Discussion**. References not required.
- **Email** the completed abstract to osrvc@srvo.ca