

Guidelines for authors : Preparation for abstracts

These guidelines provide authors with instructions around BioMed Central's formatting and editorial requirements. Please take a moment to read them and familiarise yourself. Abstracts that do not meet these requirements cannot proceed into production.

Abstracts must be original and must not have been published elsewhere

Title

The title should be in bold, sentence case with no full stop at the end and no underlining, e.g.:

Results from experiments in this field

Authors

First name, middle initials if required, and surname with no full stop at the end. Underline the name of the corresponding author. A comma should separate author names. Where authors are from a number of different institutions, the appropriate institution number from the affiliation list should be given as a superscript number immediately after each author's name, e.g.:

John Smith¹, Susan Jones¹, Bill Fisher²

An asterisk * should be used to link the corresponding author with their email address, if being included.

If the authors are presenting an abstract on behalf of a study group, this information should not be included in the author list, but should appear in an Acknowledgements section.

Affiliations

Affiliations should include department, institute, town and country. Where there are multiple affiliations, each should be listed as a separate paragraph. Each institute should appear in the order used against the author names (see above paragraph) and show the appropriate superscript number, e.g.:

¹Department, University, Town, State, USA

²University, Town, State, UK

²Company, Town, State, Canada,

Main text

- Should not be more than 300 words.
- Please use single line spacing
- Type the text unjustified, without hyphenating words at line breaks
- Use hard returns only to end headings and paragraphs, not to rearrange lines
- Use the BioMed Central reference format (see below)
- Greek and other special characters may be included. If you are unable to reproduce a particular special character, please type out the name of the symbol in full
- SI units should be used throughout (litre and molar are permitted, however)

- 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.html]

- Abbreviations should be used as sparingly as possible and should be defined when first used

Structured abstracts

In structured abstracts, paragraph headings should be typed in bold with no colon at the end. Do not use the heading 'Abstract'. Each heading should be in a separate paragraph, e.g.:

- **Background**
- **Materials and methods**
- **Results**
- **Conclusions**

For **Case report abstracts**: Background, Case report, Conclusion

Acknowledgements

Brief acknowledgements may be included and should be placed after Conclusions and before the References. If the abstract is being presented on behalf of a study group, this information should be noted here rather than in the author list.

Trial registration

BioMed Central supports prospective registration of randomized controlled clinical trials. Abstracts related to RCTs should include the trial registry along with the unique identifying number. Trial registers that currently meet our requirements can be found at <http://www.icmje.org/about-icmje/faqs/clinical-trials-registration/>.

Consent to publish If the abstract contains details relating to individual participants (for example a case report), written informed consent for the publication of these details must be obtained from the participants and a statement to this effect should appear at the end of the abstract. Our guidelines for consent statements can be found here: <http://www.biomedcentral.com/about/editorialpolicies#Ethics>. If the patient is deceased consent for publication should be obtained from the next of kin and if the patient is under 16 consent should be obtained from the parent or guardian.

References

All references should be cited/called out consecutively in the text, using numbers in square brackets. 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 be preceded by the relevant reference number. Foreign/translated works are allowed in references, as long as they also follow Vancouver style. Please ensure that the number of references listed is reasonable and does not exceed more than half a page. An example of a reference for a journal article follows. The full reference style guide can be found at the journal's website.

Guidelines for authors : Preparation for abstracts – Sample Abstracts

Abstract title here in sentence case (no unnecessary capitalization), no underlining and no full stop at the end

Firstname A Lastname^{1*}, Firstname B Lastname², Firstname C Lastname³

¹Department, University, Town, State, Zipcode, USA

²University, Town, County, Postcode, UK

³Company, Town, State, Canada, Postcode

*Email address of corresponding author if being included

Please keep to the abstract word count specified by your conference organizer.

Greek and other special characters may be included SI units should be used throughout Abbreviations should be used sparingly and should be defined when first used.

Citations to references should be included in square brackets [1,2]

Structured headings such as Background, Results and Conclusions may be added.

Trial registration:Current Controlled Trials ISCRTN73824458

Consent to publish

If the abstract contains details relating to individual participants such as three or more identifiable pieces of information (age, gender, diagnosis, weight, height etc.), written informed consent for the publication of these details must be obtained from the participants. A statement to this effect should appear at the end of the abstract E.g. *Informed consent to publish has been obtained from this patient.* If the patient is deceased consent for publication should be obtained from the next of kin and if the patient is under 16 consent should be obtained from the parent or guardian.

Our full guidelines for consent statements can be found here:
<http://www.biomedcentral.com/about/editorialpolicies>.

References (not mandatory for abstracts)

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