Please use and submit this template if your work is at the conceptualization stage or is still in progress with only minimal results and lacking a conclusion.

Abstracts should be submitted using 12-point font, with a maximum of 300 words, excluding title, authors and affiliations. Abstracts should be broken down in clearly identifiable components of Background/Introduction, Methodology, Anticipated Results/Progress, and Significance/Relevance, Funding/Acknowledgements. The abstract is written so that a scientist who knows nothing about your field is engaged and able to easily follow the scientific argument and findings. Abstracts for ‘work-in-progress’ studies will be chosen for ‘posters’ (electronic) based on the rubric below.

**TEMPLATE**

**TITLE:** in all capital letters and bolded

**Author A**, Other B, More C

Department affiliation – e.g. Department of Obstetrics and Gynecology
Institute affiliation – e.g. Women and Children's Health Research Institute
University of Alberta

**Objective/Hypothesis:** This section should introduce the background to the work that will be carried out. It should possess a clearly stated hypothesis and/or set of objectives for the study.

**Methods:** This section should specify exactly what will be done experimentally. Sample size and statistical methods used should be indicated.

**Anticipated Results and Progress:** Any preliminary data collected pertaining to the proposed project should be included. Anticipated results should also be noted here.

**Significance/Relevance:** This final section should emphasize the impact the future findings of this study will have and should make reference to the purpose of the work outlined in the objective section.

**Funding/Acknowledgements:** Grants/scholarships that have supported this research, including internal and external.

**ABSTRACT GRADING SCHEME**

Score each criterion on a scale of 0-3  Total (0-15)

- 0 = poor, not done
- 1 = fair
- 2 = good (average)
- 3 = excellent (high)

**Intro:** Clear rationale, hypothesis and objectives (0-3)

**Methods:** complete, concise, linked to anticipated results (0-3)

**Anticipated Results/Progress:** preliminary/anticipated results, intended statistical analysis (0-3)

**Significance/Relevance:** impact, relevance to existing literature (0-3)

Quality and completeness of study rationale and objectives (0-3)