

INSTRUCTIONS FOR POSTER ABSTRACT SUBMISSION FOR
Occupational and Environmental Factors in Neurological Disease
October 31-November 1, 2012; San Francisco, California
Submission deadline Friday September 14, 2012
Acceptance Notification by Monday September 24, 2012

We are pleased to announce a poster abstract session for the upcoming international conference “*Occupational and Environmental Factors in Neurological Disease.*” The poster session will take place in conjunction with our opening reception, Wednesday evening, October 31. This will allow ample time for unobstructed viewing and interactions among authors and other participants. We encourage the submission of abstracts for posters addressing original research and clinical findings, including pilot data and relevant case reports.

ABSTRACT PREPARATION

- Abstracts should reflect original and research work, broadly defined.
- Abstracts must be limited to 500 words (exclusive of authors and title). Subheadings in the abstract body such as “background,” “materials and methods,” “results,” and “conclusions” may be used, but are not required. Disclose any relevant funding support.
- Abstracts should be in English.
- Abstracts must be formatted as a Microsoft Word document and be:
 - single-spaced
 - font: Arial size 11
 - margins: 1 inch on all sides

ABSTRACT TITLE

- Begin title flush with margin at the top left hand margin.
- No abbreviations may be used in the title.
- Use capital letters in the title only for words that are routinely capitalized (i.e., first word in sentence or a proper name).

AUTHORS & INSTITUTIONS

- Group the authors together - last name followed by first initial and middle initial. Omit academic degrees and titles. End list of authors with a period.
- The author who will present the abstract should be indicated with an asterisk*.
- Group institutions together and provide institution names, cities, states/provinces. Show countries last. End list of institutions with a period.

ABSTRACT COVER FORM

- Complete the abstract submission cover form with author contact information. The corresponding author should include any information that may be needed to follow-up contact. Absence of this form may interfere with abstract notification.

SUBMISSION AND CONFIRMATION OF RECEIPT

- Submit with the abstract and the cover form as electronic attachments. Put “Abstract for occupation and neurological disease” in the subject/memo line to avoid junk mail diversion. Email to:

Paul D. Blanc
Paul.Blanc@ucsf.edu
- You will receive a confirmation email of abstract receipt. If you do not receive an email confirmation within 96 hours (4 days), please contact Sean Kirklen at kirkkens@ocme.ucsf.edu or 415-476-8475
- Authors whose abstracts have been accepted will be given details of poster format specifications.

Please note that submitting an abstract does not constitute registration for the conference

Occupational and Environmental Factors in Neurological Disease

October 31, 2012

San Francisco, California

ABSTRACT SUBMISSION FORM

(To Be Submitted Along with Abstract on a Separate Page)

TITLE OF ABSTRACT:

PRESENTING AUTHOR'S FULL NAME AND DEGREE:

ACADEMIC OR OCCUPATIONAL TITLE:

INSTITUTION:

CONTACT EMAIL:

CONTACT ADDRESS:

TELEPHONE (including country code):

[Abstract to be provided on following a page per instructions]