

INSTRUCTIONS FOR POSTER ABSTRACT SUBMISSION FOR
Cardiovascular Health and Disease: Occupational and Environmental Factors
Poster Abstract Session; 6:00 pm-7:30pm, Wednesday, March 11, 2015
Full Day CME Course Follows March 12, 2015
Holiday Inn Fisherman's Wharf • San Francisco, California
Rolling submissions open Monday November 3, 2014
Final later submission deadline Friday, January 23, 2015
Acceptance Notifications begin Monday December 1 2014

We are pleased to announce a poster abstract session for the upcoming international conference "*Cardiovascular Health and Disease: Occupational and Environmental Factors.*" The poster session, in conjunction with our opening reception, will take place Wednesday evening, March 11 with unobstructed viewing and interactions among participants.

We encourage the submission of abstracts addressing original research and clinical findings, including pilot data as well as case reports relevant to work, the environment (broadly defined), and cardiovascular health and disease.

ABSTRACT PREPARATION

- 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 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. Note that authors/institutions must also be in abstract title.

SUBMISSION AND CONFIRMATION OF RECEIPT

- Submit with the abstract and the cover form as a single electronic attachments file. Put "Cardiovascular Occupational Abstract" in the subject/memo line to avoid junk mail diversion. Email to:
Dr. 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 Jane Brooks at brooks@ocme.ucsf.edu or 415-476-6125
- 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

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 page per instructions]

Title, Authors, Affiliations, and Body of Abstract Begin Here: