

GRADUATE STUDENT POSTER SESSION INSTRUCTIONS
2012 American Industrial Hygiene Conference and Exposition
Indianapolis, IN

- **Submissions must be received electronically by April 13, 2012, 5:00 p.m. USA, Central Time.**
- **Submissions received after the deadline will not be considered. No exceptions will be made.**
- **Abstracts will only be accepted for research that has been completed.**

PREPARING YOUR ABSTRACT

FORMAT

Use Microsoft Word to create your abstract. Use standard "Arial" 11 point font for text and symbols. **DO NOT USE A THIRD-PARTY SYMBOL FONT!**

Set all text as flush left, unjustified, **DO NOT INDENT**, but leave a blank line between paragraphs. Do **NOT** place hard returns at the end of each line; use hard returns only at the end of a paragraph.

HEADING (TITLE & AUTHORS)

Type the title in bold title case starting on the first line of the page. Make the title brief, clearly indicating the nature of your abstract. Leave a blank line after the title then continue with the author information:

List the student presenting author first (Use INITIALS first then LAST NAME) followed by the student's advisor and other authors, List school, and city of each author.

- a. For authors who have the same employer and address, list those names together, separated by commas, then employer and address.
- b. Do not use titles or degrees after the authors' names.
- c. Do not use subscript to reference multiple authors.

ABSTRACT

Leave a blank line between the heading and abstract; then single-space throughout the abstract.

Important! Make sure the body of your abstract contains distinct sections that address the criteria for a scientific research abstract. to include at a minimum: Objective(s), Methods, Results, These words are counted towards your 300 word limit. The maximum word limit is 300 words for the body of the abstract (Title and authors names and address not included) and is strictly enforced. There is no minimum word requirement. Abstracts must be free from grammatical and spelling errors. Abstracts that are not grammatically correct or have misspellings will be returned. Please proofread carefully for factual, spelling, and size errors.

Do not use tables, figures, or bibliographic references. Use standard abbreviations and symbols (refer to Journal of Occupational and Environmental Hygiene Instructions for Authors). Keep abbreviations to a minimum, and define each one when used for the first time.

SUBMITTING YOUR ABSTRACT

You **must** include the following at the bottom of your abstract. Make certain the corresponding email address is complete, as this is the only way we will contact you.

Student's Full Name:

Indicate Graduate or Undergraduate Program

School:

School Address:

City, State, Zip:

Country (if other than U.S.):

E-mail (REQUIRED):

Phone:

Email to: oestk@uab.edu with **2012 AIHA Graduate Student Poster Session** in the subject line. An email confirmation of receipt will be sent when we receive your Abstract. If you have not received an email within 48 hours please contact us at oestk@uab.edu.