

**TITLE**  
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Author First Initial Last Name  
Job Title  
Affiliation

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Job Title  
Affiliation

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**1. Background**

All margins should be set to 1". Title line will be 14 pt Arial font, bold, all caps, centered, limit two lines. All headings will be 12 pt Arial font, bold, left alignment, numbered consecutively. Heading titles can be modified to complement research. All body text will be 12 pt Arial font, justified with 0.5" first-line indent. One blank line between sections.

**2. Research Aim(s)**

It is highly recommended approvals from research sponsors for abstract, oral presentations and posters are gained before January 29 to prevent any last-minute withdrawals. Abstracts will need to be converted to a PDF file before submitting to chair.

**3. Materials and Methods**

Include important materials and/or methods used during research.

**4. Results**

Wrap text around any graphics or tables to provide additional space for results or discussion. Captions should be short, concise and numbered sequentially if needed. Ensure graphs are easy to read and color scheme shows up clearly on printed (b/w) and computer versions.

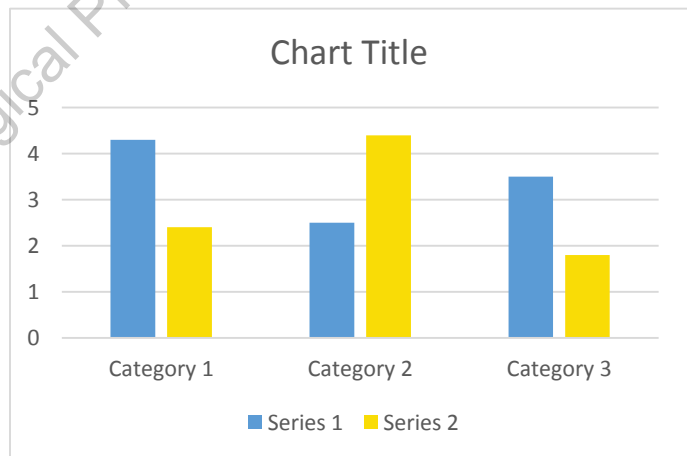


Figure 1: Minimal captions are needed.

**5. Conclusion**

Conclusion text will follow same format as all other sections. Check for alignment on bullets, section headings and indents. Minor placement of captions may be necessary; captions for figures will be below the figure and captions for tables will be above the table.

**6. References (can be on separate page)**

The reference section is the only section that can be included on a separate page. Follow any established formatting guidelines, such as guidelines recommended by your university/institution.

1. Reference 1
2. Reference 2