

ASM D.C. Branch Abstract Submission Guidelines

General Formatting

- Times New Roman in 11 pt.
- No tab stops at the beginning of the paragraph.
- No literature citations should be included in the abstract.
- Please **DO** not write text in all capital letters.
- Each of the 4 sections below must be included with one blank line after Sections 3 and 4.

Section 1: Abstract Title • Use title case. Ex: Using Title Case is Important

Section 2: Author Names

- The presenting author's name is first, in bold font, and is followed by each co-author's name.
- Each author should be listed as follows: first name, middle initial (if desired), and last name.
- Do not use titles (Dr.) or degrees (Ph.D.). • The appropriate department/school superscript should be listed after each author.

Section 3: Author Department and School Affiliation

- List the department and school of each author.
- Use official department and school names.
- Begin each department and school affiliation with a different numbered superscript.
- If the affiliation is the same for multiple authors, one entry and superscript should be used.
- Separate each affiliation by a semicolon.

Section 4: Abstract Body

- Word count: The body of the abstract should contain no more than 250 words