Abstract Submission Instructions NOFE

Language: English

Maximum word count: 350 excluding title, authors and affiliations

Send abstract to: nofe-abstract@ism.ntnu.no

Subject heading of email: NOFE Abstract

Please submit your abstract as a Word document (.doc or .docx). If you submit more than one abstract, please submit each abstract in a separate e-mail. Use example template below; please pay close attention to the formatting requirements given in the template.

Font: Times New Roman with font size 14 (title and authors), 9 (affiliations) and 11 (main text). Use single line spacing.

Please indicate whether you would prefer an oral or poster presentation.

Is an abstract template of any use?

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Introduction: Without a template, submitted abstracts (ABs) tend to vary in details like length, font type, layout, etc., creating more work for the organizing committee in terms of restructuring abstracts for an abstract booklet.

Aims: To standardize the format of submitted ABs.

Methods: A template was created to minimize the possibilities for AB heterogeneity. The maximum number of words allowed was 350 (excluding title, authors and affiliations). The font used was Times New Roman with font size 14 (title and authors), 9 (affiliations) and 11 (main text). Bold was used for the title, the presenting author, and the 'headings', and affiliations were denoted by superscripts (if all authors had the same affiliation, no superscript was used). Authors were separated by comma only (not 'and' before the last author), and no punctuation was used after the middle initial(s).

Results: Out of 100 submitted ABs, 90% did not need any post-processing before printing (95% confidence interval 82.4-95.1).

Conclusions: Using an abstract template clearly reduces the amount of work needed for creating an abstract booklet.

Preference: ___Poster ____Oral