

Call For Abstracts

Abstract Submission Deadline
1st September 2010

Instruction on Abstract Submission

All abstracts must be submitted online via the Congress website. Please log on to the website at **www.aoce2010.com** for instructions on preparation and online submission of your abstracts. Please read the instructions carefully, as abstracts submitted not according to these instructions will not be accepted.

The abstract must not exceed 250 words. The abstract should be typed in single spacing, front size 11 in Times New Roman.

An acknowledgement letter will be sent to you once you have successfully submitted your abstracts. Please contact the Congress Secretariat if you do not receive the acknowledgement letter.

Abstracts sent by post, fax or email will not be accepted.

Important Note:

Authors of abstracts accepted for presentation **MUST** be registered delegates and be responsible for all expenses incurred in the production of their presentations, travel and accommodation during the Congress. Please register as a delegate before **1st September 2010** to ensure that your abstracts will be published in the abstract book.

Structure of Abstracts

Abstracts should comprise the following elements, with each beginning a new paragraph:

- **Title:** The abstract title should be in initial capital/lower case, not all capitals.
- **Authors:** Authors' names should be listed in the surname-last format and should be initial capital/lower case, not all capitals. Institutional affiliations should be indicated with superscript numbers following the author name.
- **Affiliation:** All affiliations should contain institution, city and country.
- **Abstract text:** Sub-headings e.g. Introduction, Method, Results, etc. may be included if required.
- **References**(optional): References can be included in the abstract text or as a list following the abstract. The style of the references should follow the style of the Journal e.g. numbered or author/date style. Any references included in a reference list must be cited within the abstract text.
- **Tables:** Tables can be included with abstracts and must be cited in the abstract text. The abstracts themselves must be in text, not table format.
- **Figures:** All figures should be cited in the text of the abstract.

Please note that any editing of abstracts is restricted to corrections of spelling and style only.

Instruction for ORAL presentation

This is a 8-minute presentation with 2 minutes for questions from the audience.

Instruction for POSTER presentation

The poster should have a clear heading which includes the title and name of authors.

The font size should be large enough to be read from a distance of 5 feet. Poster boards measuring 3 feet (wide) and 4 feet (high) will be provided.