

KEYSTONE SYMPOSIA

Accelerating Life Science Discovery

Abstract Submission Formatting Guidelines

These formatting guidelines ensure that all abstracts submitted for short talk and/or poster presentation maintain a consistent structure and quality. Adhering to these standards streamlines the review process for the selection committee.

All abstracts submitted for a short talk, poster presentation, and scholarship are reviewed by the scientific meeting organizers. Acceptance is based on scientific content and relevance to meeting topics.

Submissions that do not follow these formatting guidelines may be rejected or require revision. If your abstract is non-compliant, we will contact you via the email address provided during submission.

Abstract Structure Requirements (required)

Title of Abstract

- Use Title Case (e.g., The Role of Microbiota in Immune Regulation)
- Do not use ALL CAPS

Author(s) with affiliation(s)

- List all authors and affiliations
- Underline the submitting author

Abstract body

- Include these elements (as applicable):
- Background, Methods, Results, Implications, Funding

Formatting Standards

Length: Max 1000 words

Font: Arial or Helvetica, 12 pt

Spacing: Single-spaced

Alignment: Left-aligned

No image boxes or comments in the text

General Submission Rules:

Only one abstract per person per meeting

No duplicate abstract submissions in standalone or joint meeting

The submitting author must also present, if selected for a short talk

Abstracts submitted by the short talk deadline will be considered for both short talk and poster presentation.

Sample Format:

Title of the Abstract in Title Case

Author1¹, Author2², Author3¹

¹Department/Institution; ²Department/Institution

Body of the abstract begins here...