



## **ABSTRACT SUBMISSION INSTRUCTIONS**

*Submission Deadline: Monday,  
November 15, 2018, 11:59 PM PST*

All abstracts must be submitted electronically ([panam2019@infomed.sld.cu](mailto:panam2019@infomed.sld.cu)).

Please review these Instructions carefully before submitting an abstract.

1. With regard to research using human subjects, II Panamerican Congress of Physiological Sciences endorses the protections embodied in the Basic Principles of the Declaration of Helsinki. PanAm 2019 does not endorse and will not publish the results of research that was not conducted in accordance with these Principles.

Investigations involving animals reported in abstracts must have been conducted in conformance with the Ethical Principles for the use of animals in research and education.

2. Authors are not permitted to submit an abstract on work that has previously been published. Exception: if additional data/research is added to a previously published abstract the abstract may be accepted.

3. While it is rare for a submission not to be programmed, the congress reserves the right, at its sole discretion, to decline any abstract viewed as inappropriate.

### **4. Before You Start**

- Read the instructions first. You may want to print to have them as a reference as you enter your abstract.
- Prepare your abstract in a Microsoft Word document.
- Have the names and institutions for all your co-authors.
- If you are a member of a society that not belongs from the Societies that are organizing this Congress, you have to notified of the submission to your society and have to inform us the society's full name and e-mail address.

5. Only the first author may present the paper, unless prior approval has been received from the Executive Officer/Director of the society to which you belong.

6. Each abstract must be sent by a member of a Host Society. All author(s) adherence to the submission rules and guidelines and to the merit of the abstract submission and presentation. All authors listed on the abstract served a significant role in the research being reported.

7. Each abstract should contain:

- the authors and the institution and the topic category
- a sentence stating the study objective (unless given in the title);
- a brief statement of methods, if pertinent;
- a summary of the results obtained;
- and a statement of the conclusions. It is not satisfactory to say “the results will be discussed.”

8. Abstract Title and Body:

- Enter the title of your abstract in Title Case (i.e. cap the first letter of each word, except prepositions). Do not put a period at the end of the abstract title. After the title put the authors and affiliations.
- Capitalize initial letters of trade names.
- Use standard abbreviations for units of measure.
- Other abbreviations should be spelled out in full at first mention, followed by the abbreviation in parentheses. Exceptions: DNA, RNA, etc.
- Include the source of research support in the separate textbox provided on the submission form.
- Send the abstract as an attachment as Word text. Be sure to Save your abstract by your own records. The abstract title, authors, affiliations and body of the abstract should not exceed 3000 characters excluding spaces and must contain at least 100 characters. *You will not be permitted to proceed if you do not meet the character guidelines.*
- If your abstract contains tables, graphics or figures, all Figures and/or tables will be placed at the end of the abstract text.

9. The topic that you select from the topic category list determines when does the poster will be presented.

- Your abstract will be received and programmed by the congress which lists y our topic choice.
- Please keep a record of this for your files.

10. You will receive a confirmation email with your abstract ID, within 24 hours after submitting your abstract.

Please use this abstract number and the first author's last name in all future correspondence about your abstract.

The same information will be required to make revisions or withdrawals.

#### 11. Revisions

*DO NOT submit the abstract more than once.*

*The deadline for revisions is Monday, November 15, 2018, 11:59 PM PST.*

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