

GUIDE FOR AUTHORS

The following standards apply, please read the instructions carefully before submitting your work:



General Requirements:

1. Abstracts consisting of original material and not presented at another national or international meeting are preferred. Data and conclusions presented at the meeting must be based on the same research as the abstract.
2. Membership of ISWE is not a prerequisite for submission of an abstract. However, be aware that if the presenting author does not register in time, your contribution will be removed from the program.
3. Abstracts must be written and presented in English, using Arial 11 letter type. Language accuracy is the responsibility of the author(s). **Abstracts must not exceed 300 words EXCLUDING title, authors, and affiliations.** You are advised to pre-check the count using the word count feature of your program.
4. Abstracts should contain the following: (a) statement of specific objectives unless given by the title; (b) brief statement of methods; (c) summary of results; and (d) statement of conclusions. Do not use phrases such as “will be discussed” or “will be presented”. Do not include tables, figures, or references. See below for a more detailed outline of format, including that for title, author(s), affiliations and presenting author email address:

Non-invasive hormone monitoring in a new species (*Newus nondomesticus*).

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The first paragraph of text in the abstract should be left justified in 11-point, Arial font using single spaced lines. The total words in the abstract should not be more than 300, excluding title, authors, and affiliations. This paragraph should include objectives and a very brief statement of methods.

There should be a space between paragraphs and new paragraphs should not be indented. An asterisk should indicate the presenting and corresponding author. An email address should be given for the presenting author as detailed above. Please provide complete postal addresses for each author. This paragraph should include a summary of results, if applicable, and a statement of conclusions. Do not include tables, figures, or references.

Abstract presentation preference: Poster
Topic: Methodologies

5. An individual may be first author on only one abstract and make only one presentation at the meeting; however, an author's name may appear on more than one abstract/presentation.
6. Submission of an abstract constitutes an agreement that the presenting author will attend the meeting to present the abstract if accepted.
7. Please note that the name of the presenting author, the topic, and preferred form of presentation (oral/poster) of submitted contributions should be identified during abstract submission.
8. If an abstract must be withdrawn, please notify the Program Committee via email and state the reason(s) for withdrawal of the abstract.
9. Each author should disclose any financial, personal, or professional relationships with other people or organizations that could reasonably be perceived as conflicts of interest or as potentially influencing or biasing the work.

PRESENTATION

1. **Oral presentations** will be limited to 12 minutes with 3 additional minutes for questions (total time 15 min).
2. **Posters** will be displayed for the entire conference. At least one of the authors should be present at the time indicated in the program for the poster sessions. Posters should be no larger than A0 (landscape format; 1189 x 841mm) and should also include full affiliation and contact information.

CONTACT INFORMATION

For questions, please contact **Diana Koester**: dck@clevelandmetroparks.com