

AFHS Research Symposium Abstract Instructions

Call for Abstracts for the Air Force Health Study (AFHS) Research Symposium, August 13-15, 2024.

We invite you to submit an abstract for presentation at the AFHS Research symposium.

Three abstracts will be selected by a review panel in recognition of innovation, contribution to science, and value to Veterans.

Suggestions for abstracts include:

- Previous research done with the AFHS assets.
- New ideas for research that could be done or replicated using the AFHS data or biospecimens.
- Methods that could be applied to the AFHS data or biospecimens that may provide answers to questions from Vietnam Veterans or the public.

Submitting and Presenting Authors

- List submitting and presenting authors, institutions, and contact information in the first line of the abstract document (see template below).

Abstract Title

- Provide a short, descriptive title without abbreviations that indicates the nature of the project or investigation.
- Limit titles to 20 words.
- Write titles in upper and lower case (not all capitals).

Author Listing

- Complete the list of authors in the preferred order (see template below). Indicate author's institutions below the list of authors in the abstract heading (see template below). List city and state with each institution. More than one institution per author is allowed.

Abstract submission requirements

- All abstracts must be written in English.
- All abstracts must be submitted via email to VAAFHSSymposium@va.gov by 11:59 pm Eastern Daylight Time (EDT) on July 12, 2024. Do not email multiple copies of the same abstract.
- Define acronyms and abbreviations at first use.
- Ensure all co-authors approve of the content of the abstract and its submission to the AFHS Research Symposium.
- Proofread the abstract prior to submission. Otherwise, errors and inaccuracies will be reproduced in the program materials.

- Accepted abstract presenters (and any co-authors attending) must register for the symposium by the date specified in the acceptance email.
- Use only generic drug names; no brand names.
- The abstract body is limited to 350 words. The title, list of authors, list of institutions, funding source(s), and key words are not included in this total.
- Use Arial, 11 pt font.
- Text should be single space, with 1-inch margins, and left justified.
- Abstracts should cover these five areas (titled sections not required):
 - Describe relevant background.
 - Clearly state the objectives of the project or investigation.
 - Provide a brief statement of methods.
 - Present results in logical sequence. State findings in required detail to support conclusions.
 - Emphasize new, unique, or contributory findings and conclusions drawn from the study.
- Images, tables, figures will not be accepted as part of abstracts and should be presented with the poster or oral presentation.
- Submit the abstract as a Word document **attachment** in an email to VAAFHSSymposium@va.gov with a subject line of 'Abstract Submission' by midnight EDT on July 12.
- Notes, comments, questions to the reviewers may be included in the covering email.
- Your abstract submission will be confirmed by return email.

Funding Source(s)

Briefly mention any sources of funding for the project or investigation at the end of the abstract text (see template).

Accepted Abstracts

- Abstracts will be reviewed by a 3-person scientific committee for relevance to the goals of the meeting and quality of scientific content.
- Abstracts will be accepted for in-person posters, in-person 5-minute oral presentations, or in-person full (15 or 20 min) oral presentations.
- Authors of accepted abstracts will be notified via email by COB Eastern Daylight Time, July 15, 2024.
- Presentation details for poster, 5-minute oral presentation, or full oral presentation will be provided at the time of acceptance.

Questions may be sent to VAAFHSSymposium@va.gov .

We look forward to your submission.

Abstract Template:

Submitting Author: [Name] [Email]

Presenting Author: [Name] [Email]

Title: [20 words or fewer]

Author List: [first and middle initials, last name] in submitter/presenter's preferred order, superscripted numbers refer to organizations. E.g., JR Brown¹, MT Green^{1,2}

Author Organization List: E.g. ¹Environmental Physics, Massachusetts Institute of Technology;
²Environment Health Department, School of Public Health, Boston University;

Abstract Body: 350 words, Arial 11 pt font, left justified, single-spaced, no figures, tables or images.

Funding Source: Describe in ≤ 3 sentences.