SBAR Retreat – Poster Abstract Guidelines

As you prepare your poster abstract, include the following information:

1. **Presentation Title**. Please choose a brief title (maximum 200 characters) that clearly indicates the content of the contribution. Titles should not be in all-caps, and avoid abbreviations in the title. Abbreviations may be used in the text if they are defined when first used.

2. **Lead Author**. Name, institution, affiliation (department, etc.). In instances of multiple authorship, the person whose name appears first is expected to deliver the oral presentation and be available for questions during the poster session.

3. **Co-authors**. Names, institution, affiliation (department, company, etc.)

4. **Abstract**. Please ensure that your abstract contains no more than 400 words. Letters, numbers, and common math symbols are acceptable. Review your abstract for spelling, grammar, or scientific notation errors prior to submittal to avoid such errors being reproduced in SBAR publications. Avoid diagrams, illustrations, tables, references or graphics in the abstract.

   Provide maximum relevant information in the abstract. Consider using the following structure to highlight your presentation topics: objective, methods, results, conclusions.

5. **Key Words**: Indicate up to 4 key words for your abstract.