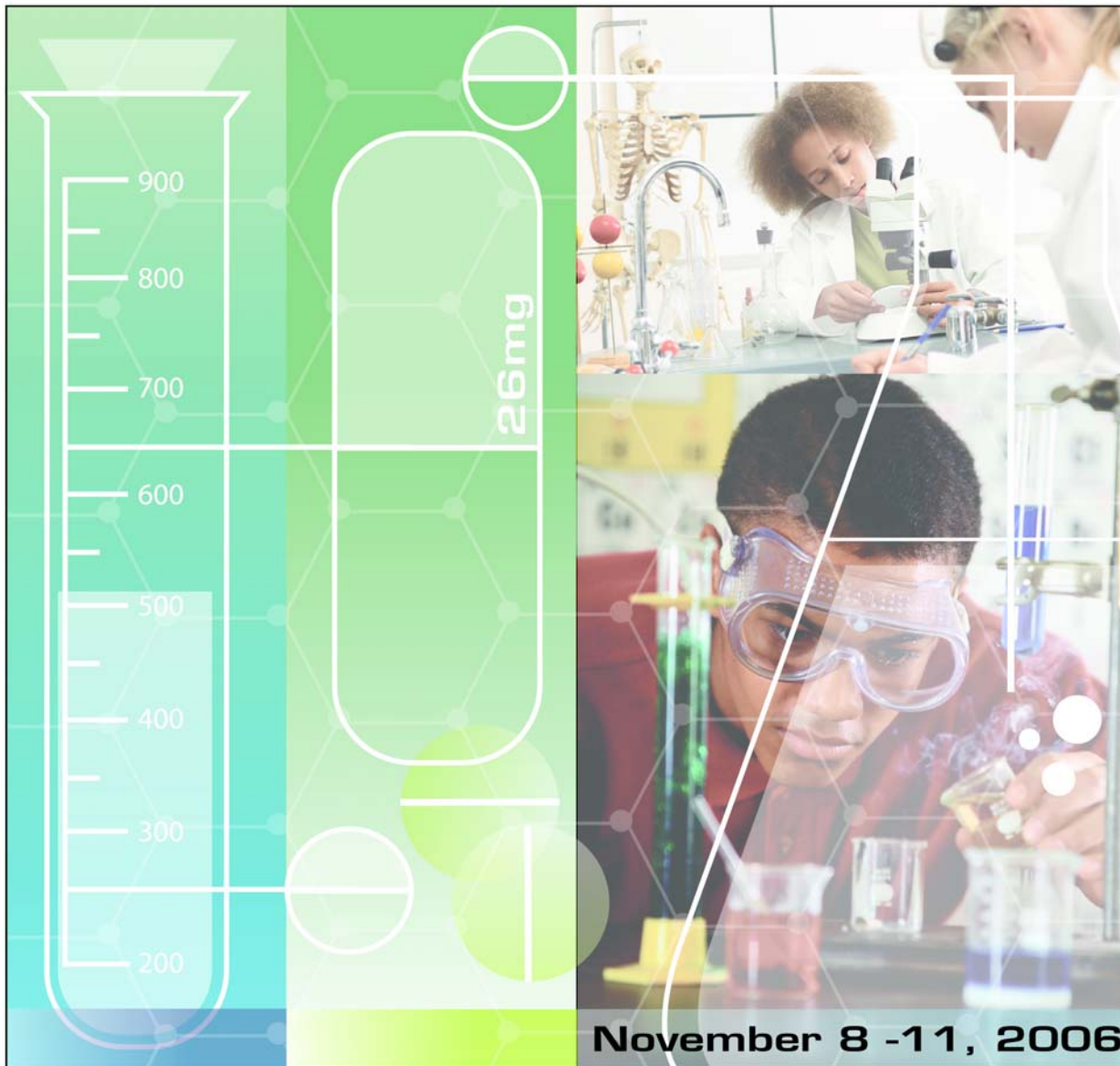


**CALL FOR ABSTRACTS**

# ABRCMS

Annual Biomedical Research Conference for Minority Students



**November 8 -11, 2006**

**ANAHEIM CONVENTION CENTER & ANAHEIM MARRIOTT, ANAHEIM CA**

# 2006 ABRCMS

## ABRCMS

The Annual Biomedical Research Conference for Minority Students (ABRCMS) is a national conference designed to encourage undergraduate, graduate and postdoctoral level under-represented minority students to pursue advance training in the biomedical and behavioral sciences. The 2006 ABRCMS is scheduled for November 8th - 11th at the Anaheim Convention Center and Marriott Hotel in Anaheim, California.

## ELIGIBILITY FOR SUBMITTING AN ABSTRACT

Prospective student presenters must satisfy the following two criteria:

- Must be an undergraduate sophomore, undergraduate junior, undergraduate senior, postbaccalaureate student, graduate student, or postdoctoral scientist
- Must have conducted research in one of the nine scientific disciplines in the biomedical and behavioral sciences (see the scientific disciplines section)

Postbaccalaureate students, graduate students, and postdoctoral scientists can only submit abstracts for poster presentation and are **not eligible** to give oral presentations. Undergraduate freshmen are **not eligible** to submit an abstract.

## PRESENTATION SCHEDULE:

Poster Presentations	Oral Presentations
Thursday, Nov. 9th 2:00 - 5:45 pm	Friday, Nov. 10th 10:45 - 11:45 am
Friday, Nov. 10th 2:00 - 5:45 pm	Saturday, Nov. 11th 8:30 - 9:30 am
Saturday, Nov. 11th 9:45 - 11:00 am	

If accepted to the conference, your assigned poster or oral session will be provided in the notification email.

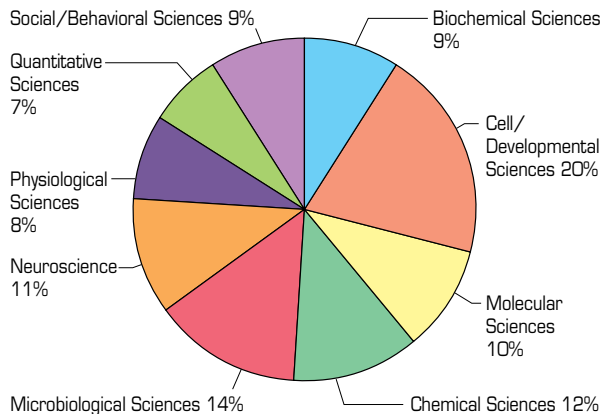
## GENERAL RULES AND GUIDELINES

The following rules and guidelines must be reviewed prior to submitting an abstract to the conference:

- The **ONLY METHOD** of submitting an abstract is through the web-based abstract submission site. The link is

## 2005 Distribution of Scientific Disciplines

Abstracts Submitted by Students



located on the ABRCMS website. E-mail and paper submissions will not be accepted.

- All submissions must be received by **11:59 pm Pacific Standard Time on September 8, 2006**. The abstract submission site will not be available after September 8, 11:59 pm PST. Late submissions will not be accepted.
- **Abstracts must have more than one author.** Abstracts with only one author will be automatically rejected.
- Only one submission per student is acceptable. If a student submits more than one abstract, all abstracts associated with the student will be rejected.
- Duplicate abstracts submitted by different authors will be automatically rejected.
- Students must have permission from their research advisor and/or program director before submitting an abstract to the conference.
- **ONLY STUDENTS** can be presenting authors.
- **ONLY ONE STUDENT** can present an abstract.
- Work must be proofread prior to submission. The ABRCMS staff will not edit abstracts.
- Submission of an abstract does not equal registration. Everyone must register for the conference and pay the appropriate fee in order to attend the conference.

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## STEPS FOR SUBMITTING AN ABSTRACT

- Step 1:** Access the internet and proceed to the Abstracts and Posters page on the conference website at [www.abrcms.org](http://www.abrcms.org)
- Step 2:** Click on the link labeled, "Abstract Submission Site." This will take you directly to the submission site. *Internet Explorer 6 or above is recommended. If you do not have IE 6, there is a link in the left-hand margin of the abstract submission login page where you can download it.*
- Step 3:** Log onto the abstract submission site by entering a login name and password.
- If you are a first-time user, you must create a new profile.
  - If you have submitted an abstract for a previous ABRCMS, **use the same login name and password** to access your account. If you have forgotten your login name or password, contact technical support and they can provide it for you.
- Step 4:** On the first submission screen, select "submit your abstract" under the 2006 ABRCMS.
- Step 5:** Follow the submission system through the following eight screens:
- **Title**  
Acknowledge the affirmation statements and enter your title as instructed. Note that this is the only time you will need to enter your title.
  - **Author**  
Enter all authors associated with the abstract in the following order: presenting student, research mentor, and then additional coauthors.
  - **Program Director**  
Enter all contact information for your Program Director, if applicable.
  - **Additional Information**  
Answer two questions regarding your educational level and your research project.
  - **Presentation Preference**  
Choose your presentation preference (oral or poster).
  - **Scientific Category Selection**  
Select one of the scientific disciplines that best fits your abstract. See the scientific disciplines section for the list of categories.

### ■ Abstract

There are two primary methods of entering your abstract. You may select your previously prepared abstract file and "upload" it to the website, or you may enter your text into the area provided. Note: when copying and pasting text, **a loss of all special formatting and symbols may occur.** Enter only your abstract, which should be a short description of your work. The abstract is limited to 2,500 characters.

### ■ Review My Work

Review your abstract carefully, as it will appear in the conference materials exactly as you entered it, if accepted. To make changes and corrections, select the appropriate section on the left-hand margin to return to that portion of the submission site.

As each step is completed, click on the "**Save and Continue**" button to save your work. You will automatically be moved to the next step. You can return to a previous step by selecting that section on the left-hand margin of the submission site.

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## NOTIFICATION LETTERS

Any communication regarding a submitted abstract will be done via e-mail. Therefore, it is very important that a valid and current e-mail address be on record to help speed the notification process. **Notification letters will be sent via e-mail by September 29, 2006.** All authors listed on the abstract and for whom correct e-mail addresses have been provided, including the research advisor and MARC/MBRS/BRIDGES program director (if applicable), will be sent an e-mail containing the abstract notification letter. It is the responsibility of the presenting author to inform additional individuals of the abstract status. Contact the ABRCMS staff by e-mail at [rrogalski@asmusa.org](mailto:rrogalski@asmusa.org) if notification letter is not received by October 1, 2006.

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## POSTER AND ORAL PRESENTATION AWARDS

Presentation awards will be given at the closing banquet to the top undergraduate poster and oral presentations in each of the three educational levels (sophomore, junior, senior) in each of the nine scientific disciplines.

Only undergraduate students whose abstracts are accepted to ABRCMS are eligible to participate in the awards program.

## ABSTRACT CORRECTIONS

Changes or corrections can only be made to an abstract by returning to the submission site before the abstract submission deadline of **September 8, 2006**. Remember to always use the same login name and password each time you use the system. This will ensure that only one account exists.

### Typical Errors

In the abstract summary, at the end of the submission process, check for the following common errors:

- **Duplicate title and/or author block.** If this occurs, it is most likely caused by the title and/or author block being uploaded into the abstract text box. These must be entered separately in the title and author sections. Delete the duplicate section from the incorrect page.
- **Only one author is listed.** You must return to the author section and enter the names of your research advisor, program director, and all other coauthors. **Abstracts with only one author will be rejected.**
- **The title is in all caps, bold, italics, or underlined.** Only the first letter of each word should be capitalized. Do not use **bold** text or ALL CAPS. Only scientific names should be in *italics*.
- **The same affiliation is listed more than once in the author block.** This is due to the same institution being entered differently. Double check that common affiliations are typed in exactly the same manner each time.

## ABSTRACT WITHDRAWAL

Prior to the abstract submission deadline of September 8, 2006, a submitter can withdraw his/her abstract by returning to the submission site. **If a circumstance arises that requires an abstract to be withdrawn after the submission deadline, contact the ABRCMS staff immediately by e-mail at [rrogalski@asmusa.org](mailto:rrogalski@asmusa.org). The abstract withdrawal deadline is **October 16, 2006**.** Failure to withdraw an abstract before conference material is printed may result in disciplinary action.

## TRAVEL GRANTS

Travel grants are available to undergraduate and post baccalaureate students who are presenting at the 2006 ABRCMS. The grant provides up to \$1,500 to cover registration, housing and travel. Visit [www.abrcms.org](http://www.abrcms.org) for the application and information on eligibility. Application deadline is **September 8, 2006**.

## SCIENTIFIC DISCIPLINES

Only one of the following scientific disciplines that best fits your abstract can be selected. The selection of this discipline will be used to assign your abstract to the appropriate group of reviewers and on-site judges.

1. **Biochemical Sciences**
  - a. Biochemistry
  - b. Biomolecules
  - c. Metabolism
2. **Cell and Developmental Biological Sciences**
  - a. Botany
  - b. Cancer Biology
  - c. Cellular Biology
  - d. Developmental Biology
  - e. Evolution and Developmental Biology
  - f. Structural Biology
3. **Molecular Biological Sciences**
  - a. Genetics
  - b. Genomics
  - c. Proteomics
4. **Chemical Sciences**
  - a. Analytical Chemistry
  - b. Environmental Chemistry
  - c. Inorganic Chemistry
  - d. Organic Chemistry
  - e. Pharmaceutical Chemistry
  - f. Physical Chemistry
  - g. Nanotechnology
  - h. Material Sciences
5. **Microbiological Sciences**
  - a. Bacteriology
  - b. Environmental Microbiology
  - c. Immunology
  - d. Microbial Physiology
  - e. Mycology
  - f. Parasitology
  - g. Virology
6. **Neuroscience**
  - a. Psychobiology
  - b. Neurobiology
  - c. Neuroscience
7. **Physiological Sciences**
  - a. Anatomy
  - b. Endocrinology
  - c. Nutrition
  - d. Pharmacology
  - e. Physiology
  - f. Toxicology
8. **Quantitative Sciences**
  - a. Bioengineering
  - b. Bioinformatics
  - c. Biophysics
  - d. Biostatistics
  - e. Informatics
  - f. Computational Biology
  - g. Computer Sciences
  - h. Imaging Probes
  - i. Mathematics
  - j. Systems Biology
9. **Social and Behavioral Sciences**
  - a. Anthropology
  - b. Behavioral Sciences
  - c. Psychology
  - d. Public Health
  - e. Sociology



## CRITERIA FOR ABSTRACT SELECTION: POSTER PRESENTATION

All abstract submissions are reviewed according to the criteria outlined below. Due to the time constraints of this meeting, there is no appeals process or opportunity to resubmit once an abstract is rejected.

Three main criteria will be considered by the review committee when reviewing abstracts for acceptance. They are:

1. A minimum of two authors
2. Demonstration of scientific problem
3. Quality of written content

Abstracts must abide by the following guidelines in order to be accepted:

- At least two authors must be listed in the author block in the following order:
  - 1st: student presenting author
  - 2nd: research mentor
  - 3rd: any additional authors (e.g., co-authors, program directors)
- **Any abstract with only one author (the student) will be REJECTED.**
- The abstract must contain a hypothesis or statement about the problem under investigation.
- The abstract must contain a brief statement of the experimental methods used.
- Essential results must be present in summary form (even if preliminary). *Do not state, for example, "results will be discussed."*
- The abstract must contain a conclusion.
- Abstracts that show lack of care or quality control as evidenced by grammatical, punctuation, spelling, and typographical errors are reviewed less favorably. Work must be proofread carefully before submission.
- Research proposals are not acceptable.

**2006 ABRCMS:  
1,100 Poster Presentations &  
72 Oral Presentations**

## CRITERIA FOR ABSTRACT SELECTION: ORAL PRESENTATION

All abstracts submitted for oral presentation will first be reviewed for acceptance to the conference using the criteria for poster presentation. Then, if accepted to the conference, they will be reviewed for oral presentation using the following criteria:

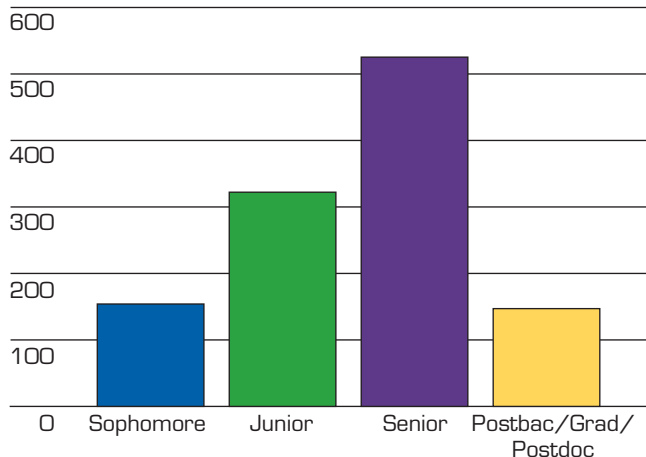
- Validity of scientific project
- Originality and innovation
- Approach to problem solving
- Organization and clarity
- Conciseness

Of the abstracts submitted for oral presentation, the top eight abstracts in each of the nine scientific disciplines will be selected for oral presentation.

- If your abstract is not selected for oral presentation, but your abstract was accepted to the conference, your abstract will be presented in a poster presentation.
- If your abstract is accepted for oral presentation, you will be assigned to an oral presentation and NOT a poster presentation.
- **Postbaccalaureate students, graduate students, and postdoctoral scientists are not eligible to give oral presentations.**

### 2005 Distribution of Submitted Abstracts

1150 abstracts were submitted



## CONTACT INFORMATION

### **Student Presentations & Travel Awards:**

Ronica Rogalski  
(202) 942-9228  
rrogalski@asmusa.org

### **Conference Program & Sponsorship:**

Irene Hulede  
(202) 942-9295  
ihulede@asmusa.org

### **Exhibits & General Inquires:**

(202) 942-9317  
abrccms@asmusa.org

### **ABRCMS Mailing Address:**

ABRCMS  
ASM Education Department  
1752 N Street, NW  
Washington, DC 20036  
(202) 942-9329 (fax)

## IMPORTANT DATES AND DEADLINES

- April 1:** Abstract submission site opens
- September 8:** Abstract submission deadline (11:59 pm, PST)  
**ABRCMS Travel Grant application deadline**
- September 29:** Notification letters are sent by e-mail
- October 13:** Advance conference registration deadline & Conference registration cancellation deadline
- October 16:** Abstract withdrawal deadline
- November 8–11:** 2006 ABRCMS
- November 9–11:** 2006 ABRCMS poster and oral presentations

## FREQUENTLY ASKED QUESTIONS

### **Q: Can I submit the same abstract that I submitted for a previous ABRCMS?**

A: No, you must submit an abstract that contains new research.

### **Q: If I submitted my abstract to another conference, can I submit the same abstract to ABRCMS?**

A: Yes, you can submit the same abstract to ABRCMS, however, it is your responsibility to ensure that you follow the guidelines for abstract submission to ABRCMS. Requirements are not always the same for every conference.

### **Q: I am the presenting author on an abstract that was accepted and now I cannot attend the conference. Instead of withdrawing, can another student present the abstract in my place?**

A: Yes, only if the other student is one of the co-authors who worked on the project. However, the presentation will be not be eligible to receive an award.

### **Q: I am an undergraduate freshman. Can I submit an abstract?**

A: No. Undergraduate freshmen are not eligible to submit abstracts, but can attend the conference.

### **Q: I am a graduate or professional school student. Can I submit an abstract?**

A: Yes. You can submit an abstract for poster presentation;

however, you are not eligible to give an oral presentation or to receive an award.

### **Q: What do I do if I need to withdraw my abstract?**

A: Prior to the submission deadline, return to the abstract submission site and select the button that states "delete this submission." If it is after the submission deadline, you must contact the conference staff by e-mail at rrogalski@asmusa.org immediately and request that your abstract be withdrawn from the conference. Failure to do so can result in disciplinary action.

### **Q: How will I receive notification?**

A: All abstract notification letters will be sent via e-mail. The e-mail message containing your abstract notification will be sent to all authors on the abstract including your research mentor and your MARC/MBRS/BRIDGES program director (if applicable) after all the abstract reviews have been completed.

### **Q: If my abstract is rejected, can I address the reviewers' concerns and ask for a new review?**

A: No. Abstract rejections are final due to the tight schedule. If you prepare an abstract that follows the rules and guidelines for submission, then your abstract stands an excellent chance of being accepted.