

---

# CALL FOR ABSTRACTS - INSTRUCTIONS FOR APPLICATION

25th Annual Meeting of the Histiocyte Society

September 15-17, 2009: Euskalduna Conference Centre - Bilbao, Spain



## TERMS & CONDITIONS FOR THE CALL FOR ABSTRACTS APPLICATION

- All applications must be submitted using the **online Abstract Application Form** found on the Histiocyte Society's website.
- The deadline for submitting an Abstract Application is **June 10, 2009**. No extensions will be granted.
- Abstract Applications must be written in the English language.
- If an abstract is accepted, one of the authors must be present at the Annual Meeting in order for the abstract to be published in *Pediatric Blood and Cancer (PBC)*, the journal in which these abstracts are printed following the meeting.
- Abstract Applications that do not comply with the terms and conditions, as well as the instructions below, will not be reviewed.
- Please direct all questions regarding Abstract Applications to the Histiocyte Society Secretariat's Office.

## INSTRUCTIONS FOR COMPLETING THE ONLINE ABSTRACT APPLICATION FORM

**Abstract Applications must be submitted using the online Abstract Application Form on the Histiocyte Society's website. Please refer to the information below to prepare for the submission of your Abstract Application online.**

### PRIMARY AUTHOR INFORMATION

Provide complete contact information on the author that will present the abstract at the Annual Meeting, including name, institution, department, address, city, state/province, postal code, country, email address, phone and fax number.

### ABSTRACT INFORMATION

- **Type of Abstract Presentation Requested**

Choose one type of presentation you would like to make at the Annual Meeting, noting that only oral presentations are eligible for the Nesbit and Nezelof Prizes.

1. Oral Presentation (15 minute verbal presentation with accompanying slides; includes time for questions).
2. Poster Presentation (Visual presentation only; author must be present during Poster Session for questions).
3. Meet the Expert Session (special "difficult case" discussion session).

- **Sponsor's Name**

This need only be completed if you are not a member of the Histiocyte Society, then you must provide the first and last name of an active member of the Histiocyte Society that is sponsoring your abstract application.

- **Abstract Title**

List the complete title of the abstract in CAPITAL letters.

- **Abstract Authors**

List the names of all contributing authors by first then last name; do not include degrees, titles or appointments.

- **Institutional Affiliations**

List the institutional affiliations of contributing authors. Do not put numbers indicating a link between a listed author and a listed institution.

- **Abstract Text**

Abstracts should adequately describe the objectives and results of the research. Provide the complete headings and text of your abstract according to the guidelines below. Adhering to this format is not only required by the Histiocyte Society, but is also the only acceptable format for publication in the Society's official journal, *Pediatric Blood and Cancer*. **Applications that do not comply with the format below will not be reviewed or considered for presentation at the meeting.**

1. Do not exceed **450 words** in the text of the abstract; an excess of 450 words will not fit within the allotted text box in the online Abstract Application Form.
  2. The text of the abstract **may not contain any tables and/or graphs**, and
  3. The text of the abstract **must contain the following headings/sections**:
    - a. An **introductory sentence** indicating the purpose of the study,
    - b. **Materials and methods** (brief description of pertinent experimental procedures),
    - c. A **summary** of the new unpublished data, and
    - d. A **statement of conclusion**.
-