Guidelines for Writing and Submitting your Abstract

The following guidelines are specific to the requirements for an abstract for the CNS Undergraduate Research Forum.

The Title of your paper should summarize the main idea of your work. Scientific titles should be factual, informative and straightforward. They should contain useful keywords that help us quickly tell the topic of your poster. Capitalize only the first letter of the title, any proper nouns or acronyms, and if necessary, the first word following a colon.

The list of Presenter(s) should name yourself and any other undergraduates who may be helping present your research at the forum. Include first and last names, initials optional. If there is more than one presenter, then only ONE of you should submit an abstract on behalf of all presenters.

The list of Collaborator(s) should include any other people involved in your research: undergraduates, graduates, postdoctoral fellows, research educators, research scientists, and faculty. It is very important to include the faculty member or researcher in whose lab you performed your research. Even if you have never spoken to the research professor, they supplied the space, equipment, and materials that allowed your research to be performed and must be credited for this contribution. Typically this important person is the last person on the list of collaborators.

Department(s) should first list the home department for your degree major, and for the majors of all your presenters. You should then list, if different, the location where the research was performed. If your research was performed in an FRI research lab, please list the research stream. If your research was performed in the College of Natural Sciences, simply list the appropriate Department, Section, or Institute. If your research was performed within another UT college, please list the college and department, section or institute. If your research was performed off-campus, please identify the University or company, in addition to the department, section, or institute. If multiple locations were involved, list them all.

An Abstract is a clear and concise summary of your research. Its content should mimic the content and order of a scientific paper, meaning you should summarize the aim of the research, the experimental or theoretical approach used, a description of the results obtained, and the significance of your results. Your abstracts should consist of a single paragraph of no more than 300 words. It may not include any references. You may include a figure if it is considered essential, realizing that the abstract book will be black and white, not color. Please check your abstract for spelling and grammatical errors. Keep a consistent verb tense, and do not use first person; i.e., no “I”. As this forum is aimed at your peers, try not to use too much jargon in your abstract, to keep it understandable to more students.

Abstract Submission
All abstract information will be submitted via the FORUM REGISTRATION SITE. Prior to the abstract deadline, March 19, you will be able to log back into your profile to complete your abstract information at any time.

Questions on abstract preparation and submission may be directed to Lynda Gonzales, at Lyndag@austin.utexas.edu