P&S Student Research Day Abstract Preparation Instructions

General Considerations: An abstract is a concise summary of your research question, your findings and their significance. It should be both interesting and informative. An abstract should include all the central features of a research publication (introduction, hypothesis and/or goals, approach, results, discussion) but in a considerably condensed format. Abstracts are one important way in which research findings are disseminated to the research community. Writing a good abstract is an essential research skill. Different scientific fields have different expectations for how results should be conveyed in the abstract. Some fields prefer a more conceptual summary, while others require specific details and include quantitative analyses. For P&S Student Research Day, we prefer abstracts to include as much in the way of specific details and quantitative results as possible. Be sure to seek guidance from your mentor, who can provide valuable advice on how to write an abstract consistent with your/their field of research.

Checklist/Mentor Signature: A Checklist signed by your mentor must accompany each abstract.

Title: Short attention-catching titles that describe your major findings are most effective.

Authors: List all those who have contributed to the work. The presenting author (you) should be underlined and is typically listed first. Your mentor (principal investigator) is typically, though not always, listed last.

Abstract: Your abstract should include the following:
- Introduction (summarizes the scientific background and significance of your research)
- Hypothesis and goals (or aims)
- Experimental approach or methods
- Results (with as much specificity as possible)
- Brief summary of the results
- Conclusion(s) (the data you present in your abstract should support the conclusion(s)

Tables: You may include 1 table.

Figures: Do not include diagrams, figures

References: Do not include references

Length: The abstract must be no longer than 500 words. Title, authors, table and abstract subtitles are NOT included in the 500 word limit.
Font: Please use Arial 11 font.

Submission: The following documents should be submitted together by Tuesday February 21st by 5:00 pm to StudentResearchPS@cumc.columbia.edu.

- The completed Checklist/Abstract Submission form signed by your Mentor
  - Your mentor may sign the Checklist/Abstract form with their electronic signature. If your mentor cannot do this, they can sign the hard copy of the form, and you may scan it and send it electronically StudentResearchPS@cumc.columbia.edu.
- Your Abstract in Microsoft Word format to facilitate creating an abstract book