

# Summer Students' Research Day Abstract Submission User Guide

For additional information, visit: <https://www.ualberta.ca/medicine/research/studentships/researchday.html>.

## How to Create and Submit Your Abstract

*Note: You must be signed into your U of A Google Account and using a modern web browser like Google Chrome.*

1. [Make a copy of the Abstract Template](#) Google Doc.
2. Complete the Google Doc by replacing the placeholders (e.g. {Abstract} or {Abstract Title}) with your actual abstract details. **It is essential you refer to the abstract guidelines provided below.**
3. Go *File > Download > PDF Document (.pdf)* to save the file to your computer.
4. [Fill out the Abstract Submission Form](#) by entering your name and uploading the PDF file you just created.
5. Please ensure that you have your supervisor approve your abstract before you submit it.
6. Look for your confirmation of submission email in your U of A email. If you do not receive one, you did not submit.
7. Look for your approval or rejection email which will come after your submission is reviewed by the Office of Research. If you receive a rejection email, correct the issues and submit a new response. You cannot edit your previous response.
8. Submission deadline is **Monday, September 16, 2024 (11:59 p.m.)**
9. For reference see "[Making the Abstract Concrete](#)"

## Abstract Guidelines

Your abstract must be a PDF document **5" w x 7.6" h with 0.5" margins** created from the Google Doc template provided. Your abstract must be **one page** only. The font must be **Times New Roman 9pt**.

- **Abstract Title:**
  - Make your title **uppercase** and **bold**. (e.g. **FACTORS THAT ACCOUNT FOR DIFFERENTIAL SENSITIVITY OF  $\alpha$ -MOTOR NEURONS TO DEATH IN ALS**)
  - Simply state your overall conclusion.
  - Attract a reader's attention.
  - It can be helpful to write it after you have written the abstract.
- **Author List:**
  - There should be no single authors.
  - You must include your supervisor.

- Include others who contributed to the project.
- **Abstract:**
  - Include the following elements (headings not required).
    - *Introduction*: What is this project about? Why is it important?
    - *Hypothesis*: What was the question behind your project?
    - *Methods*: How did you accomplish your goals?
    - *Results*: what did you find
    - *Conclusion*: What do your results mean? What is the significance of your findings?
    - If no results were obtained you can discuss why things may not have worked and/or what approaches might be tried next time.
- **Supervisor**
  - Enter your supervisor's first and last name. (e.g. Dr. First name Last name)
- **Department:**
  - Enter the department of your supervisor. (e.g. Dr. First name Last name, Department of XXX)
  - Use the official and complete names as found on the [Faculty's website](#). Don't abbreviate or use acronyms.
  - You may copy/paste your supervisor's department from this standard list below, otherwise enter it manually

Anesthesiology & Pain Medicine  
 Biochemistry  
 Cell Biology  
 Critical Care Medicine  
 Emergency Medicine  
 Family Medicine  
 Laboratory Medicine & Pathology  
 Medical Genetics  
 Medical Microbiology & Immunology  
 Medicine  
 Obstetrics & Gynecology  
 Oncology  
 Ophthalmology & Visual Sciences  
 Pediatrics  
 Pharmacology  
 Physiology  
 Psychiatry  
 Radiology & Diagnostic Imaging  
 School of Dentistry  
 Surgery

- **Stipend Support:**
  - Make the funding agency **bold**. (e.g. **Northern Alberta Clinical Trials and Research Centre (NACTRC) Summer Student Award**)
  - You may copy/paste your stipend support from this standard list below, otherwise enter any other funding agency manually.

A David and Beatrice Reidford Research Scholarship  
 A Health Sciences TD Bank Award for Medicine & Dentistry  
 Alberta Cancer Foundation Summer Studentship Award  
 Alberta Diabetes Institute Summer Studentship Award  
 Alberta Innovates Summer Research Studentship  
 Alberta Transplant Institute (ATI) Undergraduate Summer Student Award  
 Canadian Association of Gastroenterology (CAG)  
 Canadian Blood Services Summer Internship  
 Canadian Institutes of Health Research – Undergraduate Student Research Award (CIHR USRA)  
 Department of Surgery Summer Studentship

- **Stipend Support Cont'd:**

**Dr. Brian Sykes Undergraduate Summer Research Studentship in Biomedical Sciences**  
**Douglas L Sykes Undergraduate Studentship in Mental Health**  
**Mach-Gaensslen Foundation Summer Studentship**  
**Medicine Class of 1986 Research Scholarship**  
**Motyl Endowment Cardiac Sciences Summer Studentship Award**  
**Multiple Sclerosis Society of Canada - endMS Summer Studentship Award**  
**Natural Sciences and Engineering Research Council of Canada – Undergraduate Student Research Award (NSERC USRA)**  
**Northern Alberta Clinical Trials and Research Centre (NACTRC) Summer Student Award**  
**Office of the Provost and VP (Academic) Summer Studentship Award**  
**School of Dentistry Summer Research Program**  
**Supervisor Funded**  
**The Dorothy Jean Usher Memorial Summer Research Award**  
**The Dr. M.E. Ledingham Memorial Summer Research Award**  
**The Edna Wakefield Rowe Memorial Summer Research Award**  
**The J.R. Paine Prostate Cancer Endowment Summer Studentship Award**  
**The Summer Research Fellowship of the College of Physicians and Surgeons of Alberta**  
**The Vessie Heckbert Memorial Summer Research Award**  
**The Wynne Rigal Summer Research Award**  
**Undergraduate Researcher Stipend (URI)**  
**Women & Children's Health Research Institute Summer Student Award (WCHRI)**

## Abstract Example

- View a [sample abstract](#)

## FACTORS THAT ACCOUNT FOR DIFFERENTIAL SENSITIVITY OF $\alpha$ -MOTOR NEURONS TO DEATH IN ALS

Student First Name, Last Name, Collaborators First, Name, Last Name,  
Supervisor First Name, Last Name

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Supervisor: Dr. John A. Doe, Department of XXX

Stipend Support for {Student Name} Provided by  
**{Funding Agency}**