



### **Abstract Guidelines**

- An abstract is a summary of the essentials of the research project which includes the following:
  - Clearly defined research question or questions
  - Purpose of the study
  - A concise discussion of the research methodology
  - Project findings (final or in process)
- The title of the abstract should be as concise as possible and should appear in bold, lowercase and centered
- Co-authors and affiliations appear below the title in italics (presenting author listed first).
- The word “Abstract” should appear below the affiliation in bold, centered, and underlined.
- The body of the abstract follows after a spacing line.
- The abstract body is to be no longer than 250 words in portrait, single-spaced, full justified.
- The Abstract should be submitted as one MS Word document, saved using the following file naming convention: first author’s last name then a period, followed by the institution then a period, followed by the first three words of the title (Lastname.institution.3wordsoftitle.doc) e.g.: (Jones.FAU.NeuralStemCells.doc)
- Review sample abstracts [here](#).

#### **Sample Abstract:**

**The title is to be bold, lowercase, and centered on the page**

*John Smith, Sally Jones, and Pat Advisor, Ph.D.  
Florida International University, Miami, Fl.*

#### **Abstract**

The body of this abstract sample template contains important instructions that **MUST** be followed. Note the formatting above, including bold, spacing, and underlining. Your abstract (which is a summary of your project) goes here and should be no longer than 250 words. This document is single spaced and formatted in 12-point Times New Roman font. Your faculty advisor must review and approve this abstract prior to submission.