

**ISBER 2004 ANNUAL MEETING**  
**BIOREPOSITORIES in CLINICAL and BASIC RESEARCH**

October 17-20, 2004  
Perugia - Italy

**CALL FOR PAPERS - ABSTRACTS DUE BY August 8<sup>TH</sup>**

Potential Topics Include:

- Human Cells and Tissues in Clinical Use
- Human Cells and Tissues in Research
- Biorepositories for Public Health and Epidemiology
- Microbial Cultures Collections
- Natural History Collections
- Management of Biorepositories
- Networking and Information Technology infrastructures
- Packing and Shipping of biomaterials
- Automation

ISBER welcomes the submission of abstracts for works in fields related to the use of experimental and biological repositories. Abstracts should contain significant or novel scientific information and should not have previously been published in print or online. Product advertisements are not appropriate topics for presentation. ISBER reserves the right to exclude abstracts that promote commercial interests inappropriately or are viewed as unethical in content. Submitted abstracts will be evaluated anonymously by a review panel, and acceptance will be based on scientific merits and contribution to their area of science.

**Presentation Format:** The abstract review committee reserves the right to place any contribution in either Podium or Poster category unless the author specifically requests otherwise. Authors must indicate their preference for the type of presentation under the header "Preferred presentation format" (see sample abstract below). Those abstracts not chosen for oral presentation will be included as Poster presentation, unless submitting Author withdraws the abstract.

**Time allocation:**

1. Oral Presentation: Contributing papers will be allotted 15 minutes including time for discussion
2. Poster: Displayed for one or two days as determined by the Conference Organizing Committee.

**Multiple Submission:** Each author may submit a maximum of two abstracts, but may be included as co-author on up to five additional abstracts.

**Uniqueness of Abstract:** The Submitting Author is required to verify that the abstract has not been previously published in printed form or online.

**Submission of Abstract:** Abstract may only be submitted as attachments to e-mails. Faxes or printed (paper) copies will not be accepted. Submit abstract to:

Isber Secretariat: [isber@asip.org](mailto:isber@asip.org)

Use a file name that follows the format of name\_PerugiaAbs.doc (e.g.a.adams\_abs.doc)

**General Abstract Format:**

1. Language: The abstract must be written in English
2. Font: 11 or 12 point Arial or Time New Roman
3. Figures and Tables: NOT permitted in abstract
4. Spacing: Use single spacing only

5. Content and accuracy: Abstract contents are the sole responsibility of the submitting author. Avoid errors, misspellings, and corrections (see "Tips Below")
6. File format: Word (PC or Mac, PC preferred) or WordPerfect. Supply as (\*.doc) or (\*.wpd) format (see sample abstract below).

#### Abstract Header

1. Title: Titles should be in Bold CAPITAL LETTERS, 12 point font, not exceed 90 characters in length. Titles with > 90 characters will be truncated.
2. Authors' names: Use last name followed by initials. If authors do not have same affiliation, use superscript numbers (1,2,etc) after individual authors' names to indicate institutional affiliations.
3. Submitting author: name should be first in author list and underlined.
4. Institutional Affiliation: List the institution's name, department or division (optional), city and state (no zip code), and country of origin (ALL CAPITALS). Identify each institution by superscript number if needed.
5. Submitting author e-mail: Provide e-mail address for submitting author.

#### Abstract Body

1. Length: Abstract greater than 300 words will be rejected
2. Size: Size for cm. 18 by cm. 27 with cm. 2.5 margin
3. Special symbols or characters: avoid use whenever possible
4. Organizational format: When appropriate to the topic, the abstract should contain the following 4 sections (Background/problem; Method/Tools; Results ;Conclusions). The TOTAL of all sections must be less than 300 words.

#### Submitting Author:

Contact Information for the submitting authors must be listed below the abstract under the header: Submitting Author: Abstract without complete contact information (address, phone, fax, e-mail) will not be considered for inclusion in the program. List complete address as shown below:

#### Submitting Author

First name	Last name
Institution name	
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City State ZIP CODE	
Country of origin (ALL CAPITALS)	
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Fax number(s)	
e-mail address(es)	

#### Tips for Writing a good abstract

1. Be concise. If you can explain your work in 200 words, do not use 300. Be ruthless in removing unnecessary adjectives and adverbs. If in doubt, pare it back.
2. Submit your best work. Proofread your abstract several times and have your coauthors read and comment on the draft versions.
3. Know your audience and write for it accordingly
4. Write simple clear prose. Have a colleague, preferably not in your field, read the abstract and then tell you what the abstract is describing. If your colleague has difficulty explaining the work to you, the abstract should probably be rewritten.
5. Minimize the use of jargon and undefined terms. Readers don't want to wade through terms unfamiliar to them
6. Visit the following website to gain more information about writing abstracts: (<http://www.comcol.umass.edu/conference/abstractguidelines.asp>)

SAMPLE ABSTRACT

**ABSTRACT TITLE**

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**Background/Problem:**

**Method/Tools:**

**Results:**

**Conclusion:**

(text maximum of 300 words)

Preferred presentation format: Podium or Poster

Certification of Uniqueness: (sample) This abstract has not been published previously or submitted elsewhere for consideration

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