ABSTRACT SUBMISSION TEMPLATE

PLEASE DO NOT INCLUDE AUTHOR NAME AND AFFILIATIONS IN THE ABSTRACT

Title: The abstract title should be bolded, initial capital/lower case, not all capitals.

Abstract Text: Arial, Size 11, Left aligned. Maximum 250 words (not including title, authors or affiliations). Single line spacing. Margins must be 2cm left, right, top and bottom. Abstracts should be structured under headings (Aims, Methods, Results, Conclusions) in bold. Audit submissions should be structured under headings (Problem, Design Methods, Practice Change, Re-Audit, Conclusions) in bold. A blank link space should be left between each section. Subheadings should be followed by the text on the same line.

Tables: Tables can be included with abstracts and must be cited in the abstract text. The abstracts themselves must be in text, not table format.

Figures: All figures should be cited in the text of the abstract.

References: (optional) References can be included in the abstract text or as a list following the abstract. The style of the references must be in numbered or author/date style. Any references included in a reference list must be cited within the abstract text.