



READ CAREFULLY
FAILURE TO COMPLY WITH INSTRUCTIONS WILL LEAD TO
DISQUALIFICATION OF ABSTRACT

SUBMISSION INSTRUCTIONS

A. GUIDELINES FOR ABSTRACT PREPARATION

1. Abstracts must be no longer than 250 words.
2. Abstracts can be submitted in either official language, French or English.
3. Abstracts will be published in the language of original submission unless provided in both official languages.
4. Abstracts must be submitted under one, and only one, of the following presentation categories and will be considered **ONLY** for the presentation category chosen:
 - workshop
 - oral
 - poster
 - oral or poster presentation
5. **DO NOT use headings.** Submit abstract in narrative (paragraph) format.
6. Common abbreviations may be used (e.g., mm Hg). All other abbreviations must be explained the first time they are used (e.g., "...the Heart Health Survey (HHS) found that...").
7. **DO NOT underline or use bold print** in the body of the abstract to emphasize words or phrases.

B. SPECIAL ADDITIONAL GUIDELINES FOR RESEARCH ABSTRACTS

1. Authors must organize and present (**do not use headings**) the research abstract to include the following information:
 - background or significance of the problem;
 - purpose of the investigation
 - methods used to collect and analyze the data;
 - results of the study;
 - conclusions, including implications for practice.
2. Even if the study is in progress and the results/conclusions are not yet available, the potential implications for practice must be addressed.

C. SPECIAL ADDITIONAL GUIDELINES FOR NON-RESEARCH ABSTRACTS

1. Organize and present the non-research project according to:
 - statement of the purpose of the project;
 - description of the issue/program/technique, etc. that will be presented;
 - summary of the major conclusions reached;
 - description of the significance and implications for practice.

D. POLICIES

1. Abstracts must conform to instructions and be submitted by **February 15, 2010** at 24:00 hrs.
2. Submission of an abstract constitutes a commitment by the author to present if accepted. Failure to present, if not justified, will jeopardize future acceptance of abstracts.
3. There is no limit to the number of abstracts an author's name may appear on for submission.
4. Abstracts that have been previously presented at CCCN Scientific Sessions will not be accepted.