Abstract template for oral and poster presentations

Please fill in the following details and email your completed form to evalppi.conf@ncl.ac.uk

Please ensure every section is filled in as incomplete forms will not be accepted.

The closing date for applications is 16:00 on 31/7/18.

\*\*\*

**Title of Presentation**

(The title should be in bold, sentence case with no full stop at the end and no underlining):

**Presenter(s)’ name(s**):

(Format should be first name, middle initials if required, and surname with no full stop at the end. Please underline the name of the corresponding author. A comma should separate author names. Where authors are from a number of different institutions, the appropriate institution number from the affiliation list should be given as a superscript number immediately after each author's name, e.g.: John Smith1, Susan Jones1, Bill Fisher2. An asterisk \* should be used to link the corresponding author with their email address, if included.)

If the authors are presenting an abstract on behalf of a study group, this information should not be included in the author list, but should appear in an Acknowledgements section.

**Contact email address for each presenter:**

**Contact telephone number:**

**Presenter(s)’ job/role title(s) and company/organisation(s):**

**Preferred presentation format:**

[ ]  Oral presentation (10+5min Q&A)

[ ]  Poster presentation

The venue has guest wifi, a projector screen, speakers, roving microphones and lapel microphones.

Abstracts submitted using this form should be no longer **than 300 words max.** Please follow the format provided below to structure your abstract.

Paragraph headings should be typed in **bold** with no colon at the end. Do ***not*** use the heading ‘Abstract’. Please do not include tables or figures in your abstract. Each heading should be in a separate paragraph, e.g.:

**Background**

**Materials and methods**

**Results**

**Conclusions**