

Abstract Submission Instructions

Abstract Submission Instructions

All members and those joining the Southwest Chapter of the American College of Sports Medicine (SWACSM) are invited to submit abstracts of studies for presentation.

Electronic submissions are required and must be received by 5PM PDT on the date as listed on the SWACSM websitedate. (see link below). Abstracts received after this date will not be reviewed.

Please follow the instructions below which will assist you in submitting your abstract electronically.

General Instructions

1. Each individual is permitted to be first author on only one abstract, but may co-author several abstracts.
2. The first author must be registered for the meeting and present the abstract at the annual meeting.
3. At least one of the authors must be a member of the SWACSM.
4. If one of the authors is a Fellow of the American College of Sports Medicine (ACSM), the letters FACSM should follow his/her name.
5. All abstracts undergo a blind review by three experts in the field.
6. Submit one clean electronic copy using the electronic form. All abstracts will be published as submitted. If you do not want your abstract published, please indicate this when you submit your abstract.
7. Since published abstracts will be photo-reduced, it is crucial that all figures and tables be neatly organized and all type be of the same font.
8. Minimum acceptable type size will be 11 cpi and no larger than 12 cpi. Additionally, type font should be Times New Roman or Arial.
9. Abstracts should not have been published previously in any other printed or electronic format.

Student Research Award

1. If you are submitting your abstract for the Student Award Competition, you must indicate this on the abstract form and submit an expanded abstract AND you must submit an expanded abstract. The expanded abstract is limited to 5 pages (not counting references) and must be double spaced. The expanded abstract should provide the study's background, purpose, design/methods, results (including tables and figures), discussion and conclusion.. The expanded abstract is limited to 5 pages (not including references) and must be double spaced. The expanded abstract should provide the background of the study, the purpose, the

- design/methods, the results (including tables and figures), the discussion, and a conclusion.
2. For the Student Award Competition, be sure to include the name of your advisor and his/her email address on the electronic form. An email message may be sent to your advisor verifying your student status.
 3. All work reported in the abstract must have been conducted while you were a registered student at an institution in the Southwest Region.
 4. All questions regarding the abstracts and the Student Award Competition should be directed to : The Member-At-Large in charge of abstracts listed on the SWACSM website. Dr. Linda D. Wilkin, Member-at-Large for Abstracts, Associate Professor, California State University, San Bernardino, 5500 University Parkway, HP252, San Bernardino, CA 92407. Telephone: (909) 537-7236; FAX: (909) 537-7085; Email: lwilkin@csusb.edu
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Note : The Abstract Submission Form is a Microsoft Word form document. After completing the form, save it to your hard drive. The file should be saved using your true last name (i.e. - Smith.doc). Next, attach the Word file to an email that you will send to the Member-At-Large in charge of abstracts as listed on the SWACSM website. They will receive your completed abstract as an attached file and will be able to open it. Keep a copy of the abstract for your records.