



Drug Delivery to the Lungs 21
8th – 10th December 2010
Edinburgh International Conference Centre

Notes for submission of abstracts for podium and poster presentations

PLEASE NOTE THAT THE SUBMISSION PROCESS FOR POSTER AND PODIUM REQUESTS HAS CHANGED.

FULL ABSTRACTS ARE NOW REQUIRED FOR CONSIDERATION BY THE DDL COMMITTEE BEFORE ACCEPTANCE OF POSTER AND PODIUM PRESENTATIONS.

Full abstract submission deadline Friday 27 th August
Abstracts accepted pending review/correction..... Friday 8 th October
Final revision submission deadline Friday 22 nd October

Podium presentations that are accepted will be allocated 15-30minutes according to material content and fit to programme.

Posters MUST NOT exceed 1m x 1m
Any posters exceeding these dimensions will not be accepted for display

Please complete and submit the form on page 5 along with your abstract.

THE PAT BURNELL AWARD

In memory of Dr Pat Burnell, who sadly passed away in 2009, the organising committee have decided to introduce a new award, which will be presented from 2010 onwards.

Pat was a key instigator in setting up the **DDL** conference over 20 years ago. Her vision was for a conference that is accessible and inclusive to all. She was passionate about aerosol science and in her own words “**those who do the research should present their work, not their stuffy old boss or academic supervisor**”. This award recognises the vision of Pat and has been designed to encourage junior researchers to present their work at **DDL**.

The award will be called ‘**The Pat Burrell New Investigator Award**’.

The award will consist of a certificate and a cheque for £500 and will be awarded to the best piece of research from either, academia or from industry from a new researcher.

To be eligible for this award, you should submit your aerosol science research topic either while still studying for your degree (BSc, MSc, MD, PhD, other postgraduate qualification) or up to 3 years post completion of your degree. You will be required to submit an accompanying letter of support from your Supervisor. If you are eligible and wish to be considered for the award, you must submit an abstract for a poster before the 27th August 2010.

Following review of these abstracts, the committee will select 3 abstracts from academia and 3 from industry. They will then contact the authors before the end of October to ask them to prepare a 10 minute oral presentation which will be given in the main auditorium at the Thursday afternoon session 9th of December 2010.

The award will be made to the person, who in the opinion of the committee members have not only produced the best research, but have shown that they understand their work, by delivering an excellent presentation.

Notes for the Preparation of Your 3-4 Page Abstract

Title of Your Paper

(Format: Arial 9 point, bold, centred)

A Smith & B Jones

(Format: Arial 9 point, bold, centred. Main author underlined)

ABC Ltd, Green Lane, London, NW1 4LR, UK

(Format: Arial 9 point, centred)

Summary

The abstract must commence with a 250 word summary of the paper (to be reproduced in the Journal of Aerosol Medicine). All section text must be justified text in single spacing.

Introduction

An introduction or background section must be included in the abstract. This should include the aims or objectives of the work and clearly set out the why this work is important. All section text must be justified text in single spacing.

Main Body of Text

The main body of text should include representative data or information to illustrate the work being presented. Sub headings should be used as appropriate (e.g. Experimental, Methods and Materials, Results). Diagrams, figures and tables should be included where appropriate, however please ensure these are of suitable quality for reproduction in the conference proceedings. Please finish this section with a discussion and/or conclusion section outlining how the results fit with the aims/objectives of the work and the significance of this to the respiratory industry. All section text must be justified text in single spacing.

References

References should be included in the 4 page limit.

General Notes for the Preparation of Extended Abstracts Intended to Appear in the Proceedings of the Drug Delivery to the Lungs Meeting

1. Full abstracts should be prepared following the above model and should be 3-4 pages in length
2. The abstracts should commence with a 250 word summary of the paper (to be reproduced in the Journal of Aerosol Medicine).
3. Do not indent paragraphs. Please leave one blank line between paragraphs.
4. Please use 9 point type in Arial font
5. Please use justification.
6. The typing should not go nearer to the bottom of the page than 2.54 cm.
7. Please forward in **Microsoft word**
8. Please do not place headers, footers or page numbering on the document
9. Please ensure all comments and track changes are removed prior to submitting your abstract
10. All diagrams and figures should be included in your 4 page word document and also submitted as separate jpeg or tiff files
11. Please ensure a separate word document containing your summary in the format required for the Journal of Aerosol Medicine is submitted alongside your full abstract

**Notes for the Preparation of the 250 Word Summary Only Of Your Abstract for
Reproduction in the Journal of Aerosol Medicine**

**It is important that your Summary includes Background, Methods, Results and
Conclusions**

Please submit your Summary as a separate word document **at the same time** as you submit your Full Abstract.

Page margins:

Left: 5.1 cms
Right: 4.9 cms
Top: 6 cms
Bottom: 6 cms

This is the format required by the Journal of Aerosol Medicine, and **may not** exceed one page.

Example (using margins as above):

Title of Your Paper

(Format: Arial 9 point, bold, centred)

A Smith & B Jones

(Format: Arial 9 point, bold, centred. Main author underlined)

ABC Ltd, Green Lane, London, NW1 4LR, UK

(Format: Arial 9 point, centred)

XX
XX
XX
XX

(In single spacing)

Submission Form

1. I would like to be considered for

Poster ONLY Podium*

* If not accepted as a podium the abstract will automatically be considered for a poster

2. I would like to be considered for

Academic Industry Poster session

3. I would also like to be considered for

The Pat Burnell New Investigator Award**

**Eligibility: You can be up to 3 years following the award of your higher degree (both Academia and Industry accepted) - are you (please tick)

BSc PhD MSc MDRes Other

Higher Degree.....

Lead Supervisor's Name