API Summit Topic Submission Guidelines

Proposals should be designed for:

- 35-40 minute sessions allowing for presenting original work or informatics education
- Typically done as PowerPoint lectures
- Other formats and/or educational modalities are acceptable and encouraged
- The learning approach should be described in the proposal
- Please note that funding is limited to one speaker per talk

General Content

The abstract may contain a maximum of 500 words, excluding titles, authors, tables, and figures. Additionally, it must be organized under (and contain) the following headings:

- Background

- Technology* (optional)

- Methods

- Results

- Conclusions

**If describing a new/novel use for technology, please include it under the Technology heading

Formatting

- The text must be prepared in accordance with the American Medical Association (AMA) Manual of Style, 9th edition.

- Do not use abbreviations unless they appear 5 or more times, in which case you must spell out the abbreviation the first time it appears.

- Do not begin the abstract by repeating the title, and do not cite references.

- List sources (name of company, city, state, and country) for all software and reagents.

- Use conventional units of measure.

- Use generic drug names unless the specific trade name of a drug is directly relevant to the discussion.

- The name of the corresponding author should be shown in bold.

- Separate each author's name with a semicolon.

- Affiliations for each author must be clearly listed, including full department and institution names.

- The submitting author must sign and submit an Authorship Form. See the Authorship Form section below for complete information.

Special Notes regarding figures:

- A single table or figure may appear in the Results section. Make certain any acronyms used in a table are clearly defined in the text. Most figures should be submitted in TIF or JPG format at a minimum resolution of 300 dpi. If any text appears in the figure, it must be set at 12 points or larger.

- Do not submit photomicrographs as either Word or PowerPoint files.

- Do not add a figure label to the figure image itself. When preparing figures, authors must keep in mind that figures will be printed at a width of 3 inches. Thus, computer screenshots and other figures that contain small text are not good submission options. Also, review the information regarding the figures shown below (see Illustrations).

- If submitting a figure or table, the authors **must provide a description of the figure or table content, including a specific reference to the figure or table** (e.g. Figure 1). Do not submit a separate figure or table legend; legends will not be printed.

Submission Information/General Instructions for Authors

Authorship/ Copyright Transfer Form: The **submitting author must complete and sign the Authorship/Copyright Transfer form**. This is for publication in the Journal of Pathology Informatics. Only the submitting author needs to sign this form. Abstracts cannot be accepted until this form is submitted to Beth Gibson at bethgibs@umich.edu.

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