

## **INFORMATION REGARDING ABSTRACT SUBMISSION**

Submission of abstracts is only available electronically via a secured site. The **deadline for receipt** of abstracts is close of business **March 26, 2012** (5 PM East Coast Time). You may be the first author or presenter of **one** original research abstract only. You may be the first author of a second abstract if it is an *Education* poster. There is a \$35 non-refundable handling fee for each abstract. Please note that this fee is collected **before** the actual abstract submission is carried out, and online revisions are not available. **Thus, we strongly recommend that you prepare your abstract offline and only access the online submission form when you are ready.**

We recommend use of Internet Explorer (IE) version 7 and higher, Mozilla Firefox version 2 or higher, for both PC and Mac platforms. Some versions of Mac and other browsers may not be supported.

Requests for **abstract withdrawal** must be made in writing by FAX (301-634-7825) or by email ([sdb@sdbonline.org](mailto:sdb@sdbonline.org)) by **April 16, 2012**. Please include abstract control number in the request.

About 30 abstracts will be selected for platform (short-talks) at the concurrent symposia. Symposia chairs and meeting organizers will make these choices and selected authors will be notified in late May. **Only current SDB members** (2012 dues paid in time to be included in the membership database **before** abstract submission) may request consideration for oral presentations. The member may enter up to two choices of concurrent sessions for short talk consideration on the electronic Abstract Submission Form.

Students who are **first authors** and **current SDB members in good standing** (2012 dues paid in time to be included in the membership database **before** abstract submission) are eligible for the Best Student Poster Competition by checking the appropriate box. Please see the enclosed information on the Poster Competition for details.

**Postdoctoral members in good standing** (2012 dues paid in time to be included in the membership database **before** abstract submission) may request consideration for a short talk in the Hilde Mangold Postdoctoral Symposium. SDB 2012 Regional meeting postdoctoral winners will automatically be considered for a slot in this session. All 8 postdoctoral talks will be judged for the Best Postdoctoral Presentation Award.

Late abstracts are subject to space availability and we highly recommend submitting your abstract by the March 26 deadline to guarantee a slot. Please check the meeting website, [www.sdbonline.org/2012Mtg.htm](http://www.sdbonline.org/2012Mtg.htm), for updates and instructions regarding late abstract submission, after May 14, 2012.

**NOTE:** It is solely the authors' responsibility to abide by standard regulations for animal care and use, as well as for use of human subjects. **All named authors** share this responsibility and submission of the abstract confirms acceptance of this responsibility.

## **ABSTRACT SUBMISSION INSTRUCTIONS**

The total number of characters must not exceed **1750** in the body of the abstract. Spaces and punctuation marks are included in this count. If a warning of over the count limit appears and you are sure the count with spaces should be less, we recommend saving the document as a text file, then cut the body of the abstract and insert into the abstract box. Sometimes hidden codes are inserted into Word documents (without the author's knowledge) and this adds to the characters count. Also, use single space and do not re-enter the abstract title, authors and affiliations into the body of the abstract.

1. Payment of a \$35 non-refundable processing fee is required **before** abstract may be entered. VISA, MasterCard, American Express, and Discover will be accepted. This is a secured server. Each author may present **only one** abstract (except for a second Education poster).

Links to submission pages:

**SDB member:** <https://sdb-web.ungerboeck.com/reglogon/reglogon.aspx?eventid=5016&member=yes>

**Non-SDB member:** [https://sdb-web.ungerboeck.com/reg/reg\\_p1\\_form.aspx?oc=10&ct=NONMEMBER&eventid=5016](https://sdb-web.ungerboeck.com/reg/reg_p1_form.aspx?oc=10&ct=NONMEMBER&eventid=5016)

2. Read **all** instructions (located on top of the page) carefully **before** completing the form.

3. E-mail address **must** be included for program assignment notification.

4. Student and postdoctoral authors must enter advisor's name, phone number and e-mail address. **It is understood that the named advisor has approved the abstract content.**

5. If you wish to be considered for a **platform-short talk** presentation (**current SDB membership required\***), check the platform presentation request box and select one or two of the following concurrent symposia themes:

1. Regulatory Mechanisms
2. Evolution and Development
3. Cell Polarity/Asymmetry
4. Gene Networks
5. Imaging Dynamic Processes
6. Morphogenesis
7. Genomes and Evolution
8. Cell Growth & Regeneration
9. Gene Regulation
10. Hilde Mangold Postdoctoral Symposium

6. Select a theme for **poster** session (**required for all abstracts**):

- |  |  |
|--|--|
| 11. Education                            | 12. Development and evolution          |
| 13. Cell-cell signaling                  | 14. Intracellular signaling pathways   |
| 15. Gene regulation                      | 16. Cell proliferation                 |
| 17. Germ cells and gametogenesis         | 18. Fertilization                      |
| 19. Early embryo patterning              | 20. Cell fate specification            |
| 21. Morphogenesis                        | 22. Cell motility and guidance         |
| 23. Patterning and transcription factors | 24. Organogenesis                      |
| 25. Stem cells and tissue regeneration   | 26. Molecular medicine and development |
| 27. Functional genomics                  |  |

7. Review the entry **before** submission by pressing the “Preview” button below the abstract text box. You will see the abstract as it will be printed. Online revision will **not** be available.

8. Submit the abstract according to instructions and **wait** for acknowledgment of receipt of submission. This process may take a few moments, **please be patient**.

9. **Print the confirmation page with the sequence number** for future reference.

**Important Notice:** Starting this year, the full abstracts will no longer be printed in SDB’s official journal *Developmental Biology*. The meeting program with listing of the abstract titles and authors will appear in an issue closest to the meeting date. The full abstracts and author index will be available on the meeting website in PDF ([www.sdbonline.org/2012Mtg.htm](http://www.sdbonline.org/2012Mtg.htm)).

*\*Membership dues processing time:*

- *SDB membership renewal takes 2 business days to process.*

- *New SDB membership applications are reviewed twice monthly, middle and end of month.*

*Please plan ahead so not to miss the submission deadline!*