**IADR 2020 – Abstract Checklist**

* Does the title make sense? Is it under 10 words?
* Are the authors correct? Typically:
	+ PI should be listed last
	+ The person who did the most work should be listed first
	+ The first person listed doesn’t have to be the presenter, any of the authors can present
* Are the affiliations correct and complete?
* Are the subtitles correctly used?
	+ Objectives
	+ Methods
	+ Results
	+ Conclusions
* Word count under 300 words?
* Did you check grammar and punctuation?
* Are groups clearly defined in the methods and result sections?
* Is the N clearly stated?
* Does the abstract match final protocol?
* Are trademarks used on the first use of trade name? Are all trademark symbols a superscript?
* Are statistical tests stated?
	+ Confidence level or P-value?
* Is the conclusion reasonable based on objective and not overreaching?
* Are company names used sparely?
	+ Use group acronyms – ACTIVA™ BioACTIVE-RESTORATIVE™ could be Activa.
	+ The first time you mention a product it should have all trademarks, the company who makes it, and a group name or an acronym that you assign.
	+ Each time a product is mentioned throughout the rest of the abstract it should only be referred to by its group name or an acronym.
* Does the results section make sense visually?
* Did you list the ISO standard number? (typically only used in material studies)
* Is the wording describing the experiment in past tense?
* Since the tables are going to appear at the end of the abstract are the tables titled?
	+ Table 1 or Shear Bond Strength of Composites
	+ The text in tables do not count towards the word count or the character count
* Are your tables and charts saved in a JPEG file? You can have a maximum of 2 tables.
* Each listed author has approved this final version of the abstract and okayed it for submission to the IADR.
* I have had a peer review this abstract.
* As Principal Investigator and as the student researcher we are signing that we have proofread, checked the science, and confirmed with a statistician that our work is correct to the best of our knowledge. If it was needed, we obtained IRB approval and kept the IRB (or Nicolette Kafasis) updated with changes throughout the research process. We conducted this research study according to all ethical research standards.

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Principal Investigator (sign and date) Student Researcher (sign and date)

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Principal Investigator (print) Student Researcher (print)