CAP27 ABSTRACT PROGRAM AUTHOR REQUIREMENTS

- Corresponding authors (the person who submits the abstract) are responsible for providing contact information for all authors during the submission process. Co-authors will be contacted to enter their disclosures into the submission platform. It is the corresponding author's responsibility to make sure co-authors are aware of and report disclosures.
- Corresponding authors will receive a notification email regarding the status of submitted abstracts on May 6, 2027. Accepted authors will receive specific information regarding poster presentation requirements at this time.
- Corresponding authors must carefully review their abstracts prior to formal submission to the CAP27 Abstract Program. **No revisions, including adding authors, correcting misspelled author names, or revising affiliations, will be permitted once an abstract has been submitted.**
- Corresponding authors must be available to respond to questions from the *Archives* editorial office between February 15 and July 30, 2027.
- College of American Pathologists (CAP) Junior Members whose abstracts have been accepted will be considered for a CAP27 Top 5 Junior Member Abstract Program award. The winners will receive cash prizes and special recognition. To be eligible, a CAP Junior Member must:
    - Have performed a substantial portion of the research and work involved in the preparation of the abstract.
    - Be listed as either the first or second author.
    - Serve as the corresponding author.
- Affiliations for each author must be clearly listed, including full department and institution names. Spell out this information; do not use abbreviations or acronyms.
- If high school students are listed as authors, their contributions to an abstract must be clearly defined, and the students cannot be listed as the first or last author.
- The corresponding author is responsible for completing and finalizing abstracts prior to the submission deadline at **5 p.m. Central time February 12, 2027**. Incomplete submissions, including those that are not finalized and exceed the word count limit, will not be considered.

ABSTRACT SUBMISSION REQUIREMENTS

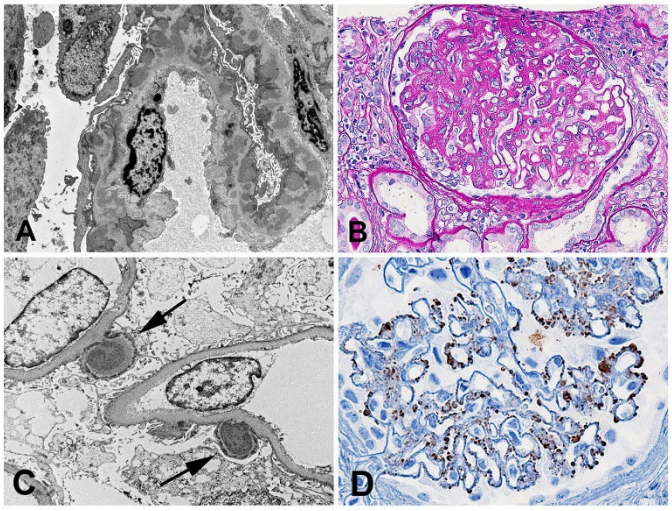
<u>Important Note</u>: The CAP27 Abstract Program only accepts abstracts that include original research findings that describe more than 2 cases. Case studies that only discuss 1 or 2 cases are NOT eligible for consideration. If you incorrectly submit a case study, it will be withdrawn prior to review without notification to the corresponding author.

- Authors must pay a $40 non-refundable submission fee by credit card. **This fee will not be refunded for abstracts that are not accepted for the CAP27 Abstract Program.**
- Abstracts may not have already been published or currently be under consideration for publication elsewhere.
- Abstracts will be judged on the following criteria:
    - Significance of hypothesis
    - Valid conclusion(s)
    - Argument clarity
    - Presentation quality
- The body of the text may contain a maximum of 254 words. Additionally, it **must** be organized under

(and contain) **all** the following headings:

- Context
- Design
- Results
- Conclusions

- Text must be prepared in accordance with the *American Medical Association Manual of Style,* 11th edition. For specific examples of how submissions should be prepared, see the CAP26 abstracts that were published as a web-only supplement to the September 2026 issue of the *Archives* at https://aplm.kglmeridian.com
- Do not use acronyms unless a word appears 3 or more times, in which case you must spell out the word the first time it appears and introduce the acronym in parentheses.
- Do not begin the abstract by repeating the title, and do not cite references; references will not be published in accepted abstracts.
- List sources (name of company) 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.
- A Special Characters Palette is available for certain symbols.
- Retrospective studies should be consistently written in the past tense.
- Perform a spell check of your submission prior to submitting it.
- All steps in the submission process must be complete and finalized. Incomplete submissions, including those that are not finalized and exceed the word count limit, will not be considered for the CAP27 Abstract Program. It is the corresponding author's responsibility to complete and finalize abstracts prior to the February 12th submission deadline.
- Abstracts that report the results of animal studies should not be submitted.
- One table **OR** figure may be included as part of an abstract. Note: a single figure that contains up to 4 smaller figures (a "composite") will be allowed. Figure composites that contain more than 4 figures will not be allowed. **Figure files must have a minimum resolution of 300 dpi at a width of 3 ½ inches;** figures that do not meet this requirement will be returned to the authors for revision. Figure composites should not exceed 3 ½ inches in width and 3 inches in height. An example of a properly prepared figure composite is shown below:



- If submitting a figure or table, specifically refer to it (e.g., "Figure") in the text. Do not include a specific figure number (see Figure Requirements below) and do not submit a separate figure or table legend (caption); legends will not be printed.
- Improperly prepared figures and tables will be returned to the corresponding author for revision and may be rejected prior to review.

Table Requirements:

Tables must be entered directly into the submission site and **cannot be submitted as images (JPEG or PDF).** Tables submitted as images will be deleted.

1. Tables must not contain more than 5 columns and 10 rows.
2. Acronyms used in a table must be clearly defined in a footnote.
3. Tables must have a concise, descriptive title.

Figure Requirements:

For submissions that contain figures, it is critical that the figures are prepared according to the requirements listed below. Submitting low-resolution, blurry figures will reduce the likelihood that your abstract will be accepted.

1. Figures from accepted abstracts will be published at a width of 3½ inches. Thus, computer screen shots and other figures that contain small text are not good submission options. It is critical that you view your figures at a width of 3½ inches to determine whether any text is clearly legible and that the resolution is a minimum of 300 dpi.
2. All figure files **must** be submitted in JPEG format at a minimum resolution of 300 dpi at a width of 3 ½ inches. To calculate a figure's dpi, click on the properties of your saved figure and divide the width in pixels by 3.5, e.g., a jpg with pixel dimension of 1050 x 738 has a dpi of 300 (1050/3.5).
3. If text is included in the figure (e.g. a graph) the text must be legible when the figure is viewed at a width of 3½ inches and must be 12 points or larger. If text in a figure is not legible, the figure will not be published.
4. Do not add a figure label on single figures. Figure composites must not contain more than 4 smaller figures. Figure composites should not exceed 3½ inches in width and 3 inches in height. If submitting a figure composite of 4 figures, add A, B, C, and D labels in the lower left-hand corner of the appropriate figure; **do not include figure numbers**. See example figure composite above.

Abstracts with tables and figures that do not meet these requirements may be rejected prior to being reviewed.