Annex

**2024 World Influenza Conference**

**Formatting Requirements for Abstract Submissions**

Abstracts must include: Title, Author's Name and Information (organization, province and city name and postal code, E-mail address), Abstract, Keywords, Reporter's profile (including address, Email and contact phone number), please do not missing items. All submissions must be in English, and the font formatting requirements are as following:

1. **Thesis title:** Times New Roman font, size 14, bold; centred; the first letter of the first word is capitalised and the rest of the words are lower case.
2. **Author's name:** Times New Roman font, size 10.5; centred; Chinese name in Chinese Pinyin, first name in the front, last name in the back, and the first letter capitalised. For two or more authors, names are separated by ",".
3. **Author information:** Times New Roman font, size 10.5; centred; italicised. The name of the organisation, province or city needs to be listed. Corresponding authors are underlined. After the author's information, the contact email address of the paper should be indicated in a new line. The organization should be detailed to the second level (e.g. university: faculty; research institute: department, office).
4. **Abstract:** Times New Roman font, size 10.5; 500-800 words. Written in structured abstract format, which is four-paragraph format of Objective, Methods, Results and Conclusions, with "Objective, Methods, Results and Conclusions" in bold; abstracts of the research review papers may use indicative abstracts.
5. **Keywords:** Times New Roman font, size 10.5; 3 to 5 keywords, spaced by semicolons.
6. **Author's profile:** Times New Roman font, size 10.5, including Photo, education degree, position and title, main research direction, contact information (E-mail address and telephone number).
7. **Formatting specifications**

7.1 Page setup: A4; margins are 2.5 cm left and right, 3 cm top and bottom.

7.2 Line spacing: single-spaced; one blank line after the Title, after Author information, and after Keywords.

**Example：**

**Clinical research progress and application of respiratory mucosal immunization vaccines**

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**Objective:** To…….

**Methods:** Through …….

**Results:** It has been found…….

**Conclusions:** It is suggested…...

**Keywords:** word 1; word 2; word 3; word 4…

**Introduction of the reporter:** Photo, Education degree, Position/Title, Organization, Major research Interests, Contact information (Tel and Email)