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**INFORMATION SHEET FOR ABSTRACT SUBMISSIONS**  
**The Beat Goes On: From Boardinghouses to Gen Alpha**

Housing Education and Research Association  
Annual Conference  
Lowell, Massachusetts

October 8 - 11, 2017

**Complete and submit this form by ~~April 7, 2017~~ \*Deadline extended to APRIL 21\* to  
Gina Peek, proceedings co-editor at [gina.peek@okstate.edu](mailto:gina.peek@okstate.edu)**

**Your abstract is limited to 500 words.**

**Title of Abstract (MUST BE 10 WORDS OR LESS):**

**Key word(s):**

**Author(s), Professional Title(s), and Institution(s) of Author(s):**

*If more than one author, use an asterisk (\*) to designate the person(s) who will make the presentation or who has primary responsibility for the presentation.*

**Area of Presentation** (Indicate which of the following categories best describes the entry):

\_\_\_\_\_ **Instructional Strategies and Programming Ideas** - *Entries may include developed materials, evaluation procedures, methods, and other topics appropriate for sharing, especially with persons involved in teaching and Extension.*

\_\_\_\_\_ **Research** - *Submissions should clearly state the following: rationale or purpose of the research, research objectives, methodology, procedures, results, conclusions, and implications.*

\_\_\_\_\_ **Issues and Policy** - *Entries may include any relevant concern to housing professionals regarding policy and issues both within the field or affecting the field.*

**Format Desired** (the editor may suggest moving the format to another category if deemed appropriate):

\_\_\_\_\_ **Oral presentation** - *Presentation of approximately 20 minutes by one or more authors*

\_\_\_\_\_ **Poster presentation** - *No larger than 30 x 40 inches, either portrait or landscape orientation*

\_\_\_\_\_ **Symposium** - *An extended presentation by a panel of speakers who focus on a housing theme*

**Correspondence/Contact Person** (If any of this contact information will change for the summer, please give both current and summer information and indicate the date of change):

**Name:**

**Mailing address:**

**E-mail address:**

**Phone number:**

**Agreement** (must be signed by the presenter in order for the abstract to be reviewed):

*If my abstract is accepted, (1) I agree to be present at the HERA Annual Conference and make the presentation and, in the event of circumstances that prevent attendance, to arrange for someone else to make the presentation, and (2) if accepted, I will register and pay registration fees for at least one day of the Conference. Otherwise, I understand that my abstract will not be published in the Conference Proceedings.*

Signed \_\_\_\_\_

Date \_\_\_\_\_

## ABSTRACT GUIDELINES

SUBMISSIONS MUST CONFORM TO THE FOLLOWING GUIDELINES

### Formatting your abstract...

- 8" x 11"
- Double-spaced
- 1" margins
- Tab paragraphs .5"
- Arial 10 point font
- Introductory information:
  - Title (MUST BE 10 WORDS OR LESS):
  - Authors' names, followed by comma, and their affiliations: centered title case (upper and lower) letters (do not include the words "by" or "and" with author names).
  - Show sponsorship of research, acknowledgments, etc. at the end of the abstract as unnumbered footnotes
- Maximum length of abstract is 500 words, exclusive of the title, names, acknowledgements, and references

### Submitting your abstract...

- Please use this convention to name your document
  - Last\_First\_HERA2017\_Abstract
- Remove personal or hidden information from your abstract. Instructions may be found at: <http://office.microsoft.com/en-us/word-help/remove-hidden-data-and-personal-information-by-inspecting-documents-HA010354329.aspx?CTT=1>
- Submit (1) abstract and (2) abstract information sheet as Microsoft Word documents by e-mail attachment. No other submission formats or methods will be accepted.