

## Writing Your RDD Poster Abstract

**Your initial submitted manuscript should be 3 to 5 pages long, when printed double spaced with one-inch margins using Arial 12-point font. It is expected that you will reduce the length of text as necessary to accommodate inserted tables or figures. Figures may be in black and white or color. All text in figures, graphs and diagrams must be legible.**

### Critical Deadlines

Poster Abstract submitted online: ..... **January 22, 2024**  
Reviewer returns comments to primary author by e-mail: ..... **February 5–March 5, 2024**  
Final Abstract e-mailed to Publisher: ..... **ASAP but no later than March 29, 2024**  
Copyright transfer emailed to Respiratory Drug Delivery: ..... **March 29, 2024**

**Please read these guidelines carefully before beginning your poster abstract.** Respiratory Drug Delivery has a track record of producing high quality abstracts for distribution to conference participants at the meeting. To continue this practice, it is essential that you follow these guidelines and observe the strict deadlines. Failure to do so may result in your poster paper being omitted from the proceedings and/or the meeting.

### Titles, Authors, Institutions and Key Words:

On the first page of your paper, please include the following sections in Arial 12-point font:

- The title of your paper should appear first in “Title Case” (this means only the first letter of major words and appropriate abbreviations are capitalized). Please do not state conclusions in the title.

*Aerosolization Characteristics of Dry Powder Inhaler Formulations for the Enhanced Excipient Growth Application: Effect of DPI Design*

- The primary author should be listed, followed by any other authors, using capitalized first letters only. Please provide full first and last names, and the middle initial of all authors. Initials should be followed by a period. Titles and degrees should not be included. Do not include the telephone number and e-mail address of authors. RDD will obtain this information from the web submission form and communicate with only the primary author – it is their responsibility to contact co-authors when necessary.

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- The address of the primary author, including their company name (and optionally their department), city, state or province and country, should be listed. If the authors are associated with different institutions, the author(s) and institution should be correctly associated with superscripted Arabic numbers (1, 2, 3, etc.)
- After the author information, please list no more than **6 key words** that will allow the RDD audience to quickly access your work from our searchable database. Please try to avoid commonly used words such as "Aerosol", "Inhaled", "Nasal" and "Pulmonary Drug Delivery", since these occur numerous times throughout many poster papers and are not helpful for search purposes. Key words should be listed in lower case, unless using a proper name. If using an acronym, please spell it out, followed by the acronym in parentheses. Please enter the same key words in the abstract submission web form.

**Keywords:** *enhanced excipient growth, submicrometer particle, spray drying, computational fluid dynamics, dry powder inhaler (DPI)*

**Body of the Text:** Please write under the following section headings in the order shown:

- **INTRODUCTION:** Please keep this section as short as possible. Its purpose is to explain why your work is important and provide any background information a reader will need to understand the work you plan to present.
- **MAIN SECTIONS:** Please use appropriate subheadings of your choice, to break up your work into appropriate sections, for example, METHODS, DATA ANALYSIS, RESULTS. Try to keep the titles short. No matter what other subheadings you use, please include a CONCLUSIONS section. Please avoid repetition of the results in this section – concentrate on how you interpret the significance of your results.
- Use of footnotes is permitted but should be limited as much as possible.
- **ACKNOWLEDGEMENTS AND DISCLOSURES:** These should be in a separate section immediately following the conclusions. Sources of financial support or interest and affiliation with an organization that could be perceived as a real or apparent conflict of interest must be disclosed.
- **REFERENCES:** All references, including URLs, must be numbered consecutively, in square brackets, in the order in which they are cited in the text. References are not included in the 5-page limit. Examples of the *Respiratory Drug Delivery* reference style are shown below. Authors using EndNote, Reference Manager, etc. can select *Respiratory Research*, which is similar to our style.

**Journal Articles:**

Liu Y, Johnson MR, Matida EA, Kherani S, Marsan J: Creation of a standardized geometry of the human nasal cavity. *J Appl Physiol* 2009, 106: 784-95.

**Books:**

Newman SP: *Respiratory Drug Delivery: Essential Theory and Practice*. RDD Online / Virginia Commonwealth University, Richmond: 2009.

**Book Chapters:**

Dalby RN, Byron PR: *In vitro* testing of inhaled products. In *Respiratory Drug Delivery: Essential Theory and Practice*. Edited by Newman SP. RDD Online / Virginia Commonwealth University, Richmond: 2009: 59-96.

**Websites:**

AstraZeneca: Symbicort Prescribing Information [<http://www1.astrazeneca-us.com/pi/symbicort.pdf>]. Accessed March 1, 2015.

**Patents:**

Peart J, Byron PR, Lichtman AH, Martin BR: Delta-9 Tetrahydrocannabinol (Delta-9 THC) solution metered dose inhalers (pMDIs) and methods of use. U.S. Patent 6,713,048, March 30, 2004.

**Regulatory Guidance Documents:**

FDA Draft Guidance (2018): Guidance for Industry (Draft). Metered dose inhaler (MDI) and dry powder inhaler (DPI) drug products: Quality Considerations.

**Conference Abstracts:**

Lewis DA, Green JL, Turner R, Johnson RD, Lewis DI: HFA152a MDI design: Matching the *in-vitro* performance of HFA227 and HFA134a MDIs. In *Respiratory Drug Delivery 2023*. Edited by Dalby RN, Peart J, Suman JD, Young PM, Traini D, Watts A. RDD Online; Richmond, VA: 2023: 295–298.

Moura C, Vicente J, Palha M, Neves F, Aguiar-Ricardo A, Costa E: Screening and optimization of formulation and process parameters for the manufacture of inhalable composite particles by spray drying. In *Drug Delivery to the Lungs 2014*. The Aerosol Society. Bristol, UK: 2014: Poster 63 [or page numbers].

## Figures, Graphs, Tables and Other Artwork

We strongly encourage the use of tables & figures to present data. Figures can be embedded in your text or appear on separate pages at the end with their insertion point indicated, for example, by stating, <FIGURE 1 INSERTED HERE>. All figures, graphs and tables must be consecutively numbered, and include a caption. If your paper or figures use a lot of symbols, we may ask you to send us a PDF file of each figure, or a PDF file of the entire article (in addition to your accepted Word file). This helps avoid font-related symbol mix-ups!

We may ask you to provide revised figures or tables if your original submission is difficult for us to edit or will not print clearly. The use of color in diagrams, flow-charts, photographs and graphs is encouraged to ensure clarity to the reader. Black and white is appropriate for most tables. All text in figures, graphs and diagrams must be legible (Arial Font) and all lines should be thick enough to be clearly visible.

**Tables:** Do not include .jpg images of tables unless you are using a published table with permission of the copyright holder. Instead, make tables using Microsoft Word's Table feature or another application that produces tables where individual cells can be selected. Horizontally center tables on the page. Column headings must 'stand alone', and not require a reader to search the text to explain the terms. The table's title should not be embedded in the table.

**Photographs and Diagrams:** We recommend you do a test print on a laser printer before submission to ensure your images convey the necessary information clearly. Please do not send low-resolution images. We can accept .pdf, tiff, .eps, & .jpg (**at least 300 DPI resolution at actual size**). The legend should not be embedded in the diagram or photograph.

**Graphs:** Please make sure that bars, plot symbols and lines between plot symbols can be discriminated when printed. Ensure that a key is provided, and that axis labels, units and scales are easily readable (Arial font). The legend should not be embedded in the graph. Lines should be thick enough, and plot symbols large enough to be visible when the graph is shrunk during typesetting and printing.

**Equations:** These should be embedded in the text using the Microsoft Word equation editor.

### General Guidelines

Your entire manuscript should be Microsoft Word compatible and have one-inch margins. 8½x11inch or A4 paper size is acceptable. Please submit manuscripts via the web form. **Please keep back-up copies of all files you send us!**

There are certain things that you can do which will help enormously in the typesetting of your manuscript:

- Pages should be numbered consecutively throughout the manuscript.
- Please provide all measurements in SI units.
- Define all abbreviations the first time they occur – even well-known ones.
- Please use American English spelling and do not be offended if our editors make corrections. RDD is published in the United States and this is our house style.
- If you use ®,™ or © symbols, please do this only once when the word is first mentioned.
- Please do not try to make the manuscript look as if it were the final book. It should contain no layout formatting such as styles, borders or running headings. Please do not use any hyperlinks to footnotes, references or figure captions.
- Make sure that all papers have been carefully spell-checked. It is very helpful if authors who do not speak English as their first language solicit help from a colleague to proof their paper before submission.
- Single quotation marks should surround 'concept' words, slang words or technical terms. Use double marks if quoting directly from a written or verbal source.
- Use only single spaces between words, and a single space at the end of each sentence.
- Do not indent new paragraphs but leave an extra line space between them.