PLEASE NOTE THAT THIS IS A TEMPLATE. YOU MAY SAVE YOUR FILE IN ANOTHER NAME IN WORD FORMAT USING TIMES NEW ROMAN FONT SIZE 10 & SINGLE LINE SPACING

Title:
Is it difficult to write an abstract correctly?

Authors: (Capitalize the Surname, underline the presenter, list out all the people contributed)
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Abstract: (max 250 words, please check spelling and grammar)
***Objective*:**
To investigate the mistakes in previous abstract submissions to the annual scientific meetings of the Hong Kong Neurosurgical Society.

Method:
This was a ten-year retrospective review of the quality of the abstracts submitted in the annual scientific meetings of the Hong Kong Neurosurgical Society from 2006-2015.

Result:
There were 10% of the submissions containing different types of errors e.g. typos, unaccepted abbreviations or incomplete information, in particular, names of the authors and affiliated institutions. Extra manpower was required to rectify these errors before they were deemed suitable for publishing. Those submissions without errors were statistically significantly related to the use of the sample abstract template (Chi-square test, p=0.03).

Conclusion:
Usage of the sample abstract template can decrease making mistakes in abstract submissions.

(123 words)