

Title of Paper in Title Case

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Abstract

Put your abstract here. Please limit it to 300 words. The abstract should contain the reason for publishing the paper, citing the most important aspects.

1. Introduction

In the introduction, introduce your topic. Paper length is limited to 12 pages. Should you require more space, please contact the conference committee.

This document can be used as a “template” for your paper.

2. Paper size, margins, layout, fonts

Please use A4 paper. All Margins should be set to 2.54 cm.

All text should be written using the Roman font, such as Times New Roman (used in this document) or equivalent.

Single line spacing should be used in the document.

The Title of the paper is centred on the first page, written in Title Case in 14 point size. The Title must be made **BOLD**.

The title is followed by an open line.

The Presenter of the paper is indicated on the next line, and if the presenter and principal author is the same person, it is indicated as shown above. Any other authors should be indicated as Co-authors as shown above.

If not it should be indicated as such:

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The speaker and authors are followed by their contact details as shown above. If the contact details differ for some of the authors, the complete information for each is given in the same format. Use the notation *, **, *** to indicate affiliations for the different authors.

For the rest of the document a 12 point size font must be used. For the body of the paper, full justification of the text should be used.

All paragraph headings are numbered as shown in this example, and made **BOLD** in a 12-point Roman font.

Sub-paragraphs are numbered using 2.1, 2.2, 2.2.1, 2.2.2, and so on. Sub-headings are also made **BOLD** in a 12-point Roman font.

Do not add any page numbering to the document. Do not alter the footer.

3. Diagrams, pictures and tables

Diagrams, pictures, photos and drawings must be captioned below the figure as shown here:

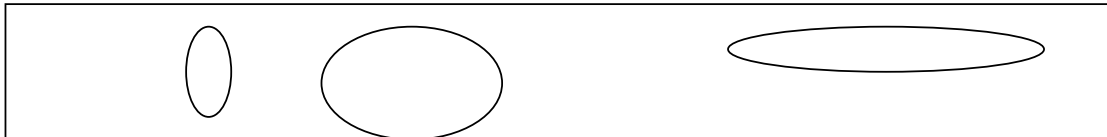


Figure 1. A number of ellipses in a rectangle.

Figures may be framed, but it is not required. Tables are captioned above as shown here:

Table 1. Author tea-time preferences

| No | Surname | Title | Initial | Preference |
|-----------|----------------|--------------|----------------|-------------------|
| 1 | Author | Mr | A | Coffee |
| 2 | Co-author | Mrs | B | Tea |

Add an extra line above and below all figures and tables. Centre all captions on the page.

Figures and tables should appear as close to their mention in the text as possible.

Refer to figures in tables in this way: In figure 1, the author shows a ... In table 1, a list of preferences ...

4. Conclusion

Add a conclusion to your paper, where you summarise the topic, and re-emphasise your findings. Base conclusions on the data presented in the paper.

5. References

Please reference your sources as shown below. For more than four authors, site the first author, and then add “et al”, as shown in reference 5. Indicate references in the text using

square brackets and a number, for example: The values used in table 4 were obtained from [2]. In [3] it is shown that the ground beetles eat more leaves than was previously thought.

References

1. Web site name – <http://web.site.address/>
2. A.N. Author, A. Co-author, and L.A.S.T. Author, “Title of paper”, Journal title, volume number, Month and Year, pages xx to yy.
3. A. Author, Title of book, Year, Publisher, ISBN number
4. A.N. Author, A. Co-author, and L.A.S.T. Author, “Title of conference paper”, Proceedings of Conference, Location, Country, Month and Year, pages xx to yy.
5. A.N. Author, et al, “Title of conference paper”, Proceedings of Conference, Location, Country, Month and Year, pages xx to yy.