# Title of the Paper: LEFT ALIGNED, UPPER CASE, 12 POINT TIMES NEW ROMAN, ON SECOND LINE FROM THE TOP MARGIN, PREFERABLY NOT MORE THAN 3 LINES LONG

A. LAZYKINA1, P. STANDRING1, K. MORRISON2  (AUTHOR(S) NAME(S) )

1International Atomic Energy Agency (IAEA), Vienna, Austria

2Another Organization, City, Country

*E-mail contact of main author: a.lazykina@iaea.org*

**Abstract**. Use A4 paper size, with 2.5 cm margins on all sides. Maximum 300 words. Leave one blank lines before the abstract. and one after the Key Words. Use 10 point Times New Roman here and single spacing. The abstract is a very brief summary highlighting main aspects of the paper.

**Key Words**: Maximum 4 Key words/phrases.

### INTRODUCTION

This paper describes the particular requirements for the layout of the final papers for the conference. The papers will be compiled into a conference proceeding which will be available electronically to all conference participants. It is encouraged that authors use this template for submitting their final paper. Regardless, the paper should adhere to the formatting described within this paper.

### Preparation of Manuscripts (Source Files)

This section describes requirements for the layout of manuscripts to be produced by a word processor (e.g. Microsoft Word, LaTeX), which then have to be converted to PDF format for subsequent electronic submission to the IAEA.

#### Length of paper

Papers must be at least **6 pages and it is recommended to be no longer than 16 pages. But notice this is a guideline and not an absolute limit**

#### General Layout

**Paper Size:** Please use these instructions as an example of the required layout. Use A4 format only, 21 cm x 29.7 cm (portrait format). The required margins are given in Table I below (resulting typing area: 16 cm x 24.7 cm).

TABLE 1: MARGINS FOR YOUR MANUSCRIPT.

|  |  |
| --- | --- |
| **Margin** | **A4 Format** |
| Left | 2.5 cm |
| Right | 2.5 cm |
| Top | 2.0 cm |
| Bottom | 2.7 cm |

**Fonts: Important –** Use Times or Times New Roman[[1]](#footnote-1) 12 point size only (other sizes as specified), and Symbol font for mathematical symbols (in the **text** and in the **figures**).

1. Justification should be set to full (or left only, if preferred).
2. Do not underline: Use *italics*, **bold** or ***bold italics*** instead[[2]](#footnote-2).
3. Line spacing should be set at 1 (single).
4. Leave a line space between paragraphs and sections.
5. Leave a line space between section titles and text.
6. Leave only one space after a full stop.
7. **Insert your paper number** on the top right corner of each page (**12 point size bold**) within the area of the top margin (at least 1.0 cm from the upper edge of each page). You may also insert a page number on every page (see examples in this paper).

The **first page** of the manuscript must begin with the title of the paper left aligned on the page in **12 point** **Bold Upper Case** , the names of the authors (Initials – followed by a period each – FAMILY NAME) with the main author’s name mentioned first, the names and locations of the authors’ affiliations (Title Case), and the e-mail address of the main author (for an example, please see the title, authors and affiliations of these instructions).

Widow/Orphan lines: Never start a page with the last line of a paragraph or of a displayed list, and never finish a page with the first line of a paragraph or a displayed list, or a section title. Make sure that all headings are followed on the same page by at least two lines of text.

#### Section Headings and Numbering

Each new section and subsection should have a heading consisting of an Arabic numeral followed by a period, a single space and then the section title (**12 point Bold Title Case**, see these instructions).

#### Mathematical Signs and Symbols

For mathematical signs in the text use special characters, “·” or “×” (ALT + 0215) for the multiplication sign, “–” for minus, “+” for plus, and “·” for combining units (e.g. MW·h). Mathematical symbols must be clearly and consistently typed to ensure that their meanings and positions are unambiguous.

#### Footnotes

Footnotes should be numbered with superscript Arabic numerals; the number and the text should both be typed in Times or Times New Roman 10 point. Footnotes to the text should be typed at the foot of the appropriate page (see examples in this paper).

#### Figures and Tables

For figure numbering and captions, use Arabic numerals and text in *Times* or *Times New Roman 11 point italics (see FIG.1.).*



*FIG. 1. IAEA logo.*

For table numbering and headings, use Arabic numerals, TIMES or TIMES NEW ROMAN 11 POINT UPPER CASE (see Table 1 above). Lettering in figures and tables should be large enough to reproduce clearly **and only the approved fonts may be used**. Ensure that figures and tables are clear and reproducible. Do not use too fine lines, too light colours, etc. All figures and tables should be **cited** in the text and should be **numbered** in the order in which they are first mentioned.

Figures and tables should be placed at the top or bottom of a page as near as possible to the place where they are first mentioned. The **table width** should not exceed 16 cm (if less than 16 cm, centre the table) or, for a table in landscape format, 25 cm.

#### Other Issues

**Numbering** of sections, paragraphs, references, figures, pictures, tables, equations and footnotes should be consecutive throughout the paper. **Abbreviations** should be explained when they first appear, unless they are commonly understood by the readership to which the paper is addressed.

For **pictures and photographs** please include an electronic image in the document. Take care: pictures and photographs may increase the file size of your manuscript tremendously.

#### References

Please use the **reference style** given in the enclosed sample of references (Appendix 1). References should be numbered (Arabic numerals in square brackets, e.g. [12]) in the order in which they are first mentioned, and listed at the end of the paper. If a reference is cited first in a figure caption or table, it should be numbered according to the place in the text where the figure or table is first cited. Please ensure that journal references contain the journal name, volume number, year and page number. Paper numbers should be given in the case of electronically published conference proceedings. For all proceedings, the location and year of the conference should be given, and for both proceedings and reports, the name of the publisher and the place and year of publication should also be included.

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Although it is hoped that it will be possible to publish all the papers from the conference on CD-ROM and the Internet, the final decision on each paper can only be taken by the IAEA after the conference.

**Appendix 1: Examples for the Reference Style**

**REFERENCES**

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    <http://www.hanford.gov/techmgmt/factsheets/deploys/fogger.htm>.

1. Authors are requested to use the (PostScript printer’s) Times or the (TrueType) Times New Roman font and the standard Symbol font only, in order to produce PDF files having good performance. Other fonts used in the source files increase the risk of getting unreadable PDF files. LaTeX users may use Computer Modern or related fonts too, but need to ensure that the Type 1 (outline) version of the fonts is embedded in the PDF file; packages like “times” together with “mathptm” may be an alternative. [↑](#footnote-ref-1)
2. Underlined words/sentences usually indicate Internet links. [↑](#footnote-ref-2)