**Title**

First Author1,[[1]](#footnote-1), Second Author2, Third Author3, and Fourth Author2

1Institution1, address

2Institution2, address

3Institution3, address

**1 Submitting the abstract**

These guidelines, written in the style of a submission to *NIM2015*, explain how to prepare your abstract using Microsoft Word. Please submit sources files according to the workshop web site instructions. You have to submit high-resolution PDF file with all fonts embedded (see PDF guidelines) in addition to the sources files and . Please remember that no final corrections will be made by the publisher.

**1.1 PDF guidelines**

Use over 600 dpi resolution,

Do not protect your PDF by security options,

Register your PDF under a suitable name,

Check your final PDF document carefully to ensure that all fonts and special characters appear in the same style as originally intended. Please confirm the quality of your paper both on screen and on printed matter.

If you use Acrobat Distiller to create your PDF file:

-In the menu Properties in PDF settings, please uncheck "Do not send fonts to Adobe PDF" ,

-Select one of the high print quality joboptions proposed by Adobe suitable for reliable viewing and printing of documents as Print quality, Press quality, High quality, etc.

**2 Language**

All abstract must be in English

**4 Abstract length**

The abstract must be no more than 500 words long.

**3 Page layout**

Use 170 x 250 mm paper size (W x H mm) and adjust the margins to those shown in Table 1. Use a gutter margin to add extra space to the left of the document. The final printed area will be 143 x 215 mm.

Do not add any page numbers to your abstract.

**Table 1.** Setting Word’s margins.

|  |  |
| --- | --- |
| **Margin** | **mm** |
| Top | 20 |
| Bottom | 15 |
| Left | 11 |
| Right | 11 |
| Gutter | 5 |

**2.1 Formatting the title, authors and affiliations**

*2.1.1 Formatting the title*

The title is set in bold 14-point Arial, flush left, unjustified. The first letter of the title should be capitalised with the rest in lower case. You should leave 30 mm of space above the title and 5 mm after the title.

*2.1.2 Formatting author names and author affiliations*

Author names should be typed in 10-point Times. The style for the names is initials then surname, with a comma after all but the last two names, which are separated by “and”. Initials should have full stops. Do not use academic titles.

Affiliations of authors should be typed in 10-point Times. They should be preceded by a numerical superscript corresponding to the same superscript after the name of the author concerned. Please ensure that affiliations are as full and complete as possible and include the country. Leave 2 mm above the affiliations.

**2.2 Formatting the text**

The text of your paper should be formatted as follows:

- 10-point Times, Times Roman or Times New Roman.

- The text should be set to single line spacing.

- Paragraphs should be justified.

- The first paragraph after a section or subsection should not be indented; subsequent paragraphs should be indented by 5 mm.

The use of sections to divide the text of the paper is optional and left as a decision for the author. Where the author wishes to divide the paper into sections the formatting shown in Table 2 should be used.

**3 Figures and tables (not more than two figures or tables)**

Figures and tables, as originals of good quality and well contrasted, are to be in their final form, ready for reproduction, pasted in the appropriate place in the text. Try to ensure that the size of the text in your figures is approximately the same size as the main text (10 point). Try to ensure that lines are no thinner than 0.25 point.

**3.1 Captions/numbering**

Captions should be typed in 9-point Times. They should be centred above the tables and beneath the figures and separated from them by a distance of 3 mm. Figures should be numbered sequentially through the text – “Fig. 1”, “Fig. 2” and so forth – and should be referenced in the text as “Figure 1”, “Figure 2”, etc.

**Table 2.** Formatting sections, subsections and subsubsections.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Font | Spacing | numbering |
| Section | 12-point **Arial bold** | 6 mm before 3 mm after | 1, 2, 3, etc. |
| subsection | 10-point **Arial bold** | 6 mm before 3 mm after | 1.1, 1.2, 1.3, etc. |
| subsubsection | 10-point *Arial Italic* | 6 mm before 3 mm after | 1.1.1, 1.1.2, 1.1.3, etc. |

**3.2 Positioning**

Place the figure as close as possible after the point where it is first referenced in the text. If there is a large number of figures and tables it might be necessary to place some before their text citation.

**Fig. 1.** Caption of the Figure 1. Below the figure.

**3.3 Colour illustrations**

You are free to use colour illustrations but the print version will be printed in black and white. So, you should check your figure captions carefully and remove any reference to colour in the illustration and text. In addition, some colour figures will degrade or suffer loss of information when converted to black and white, and this should be taken into account when preparing them.

**4 Equations and mathematics**

Equations should be centred and should be numbered with the number on the right-hand side. Leave 3mm before and 3 mm after the equation.

*T*s (*l,t*) = *T*g (*l,t*) (1)

*T*s (*l,t*) = *T*g (*l,t*) *T*b (*x*   , *t*) = 0 (2)

Use italics for variables (*u*) and bold (**u**) for vectors. The order for brackets should be {[()]}, except where brackets have special significance.

**References (5 at maximum)**

References should be cited in the text by placing sequential numbers in brackets (for example, [1], [2, 5, 7], [8-10]). They should be numbered in the order in which they are cited. Authors should use the forms shown in Table 3 in the final reference list. There should be a 5-mm gap between the reference number and the start of the reference text.

Here are some examples:

1. A. Mecke, I. Lee, J.R. Baker jr., M.M. Banaszak Holl, B.G. Orr, Eur. Phys. J*.* E **14**, 7 (2004)
2. Luigi T.De Luca, *Propulsion physics* (EDP Sciences, Les Ulis, 2009)
3. F. De Lillo, F. Cecconi, G. Lacorata, A. Vulpiani,EPL, **84** (2008)

**Table 3.** Font styles for a reference to a journal article.

|  |  |
| --- | --- |
| **Element** | **Style** |
| Authors | Normal |
| Journal title | Normal |
| Book title, Proceedings title | Italic |
| Volume number | Bold |
| Page number | Normal |
| Year | In brackets |

1. e-mail : firstauthor@email.org [↑](#footnote-ref-1)