

## Guidelines for abstract submission

Use these for both poster and presentation abstracts.

Presentations will be 15 – 20 minutes in length including time for questions.  
Poster boards are cm by cm

Abstracts should be sent electronically as Word documents and should be no longer than one side of A4 including diagrams and references. If your document contains symbols it may be as well to embed fonts when sending. Please use Times New Roman or Arial font and a page set-up with margins top and bottom 2.45 cm, right and left 3.17 cm.

### Title should be 14 point bold, single space and centred

Author's names should be in 12 point, centred with the presenting author underlined.

A. Author<sup>1</sup>, B. Author<sup>2</sup>

Affiliations should be in 10 point and centred.

<sup>1</sup>A University, Sometown, UK, <sup>2</sup>A Research Institute, Elsewhere,.

Body text in 12 point with reference numbers in square brackets[1].

Figures must be black and white, or grey scale versions of colour figures, and pasted into the document.

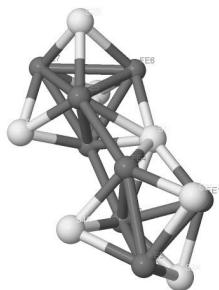


Figure captions if required should be 10 point.

References should be in 10 point.

1. C. Author, *Journal* (year) **vol.no.** page(s).