

## Preparation of an Abstract (Paper Summary)

- \* Please login to the abstract registration screen and submit your abstract online.
- \* When submitting your abstract, please enter the title, co-authors, keywords, and contents. Also, please note that only English abstracts will be accepted.
- \* Abstracts must be 600 English words or less, or 450 words or less if there is a diagram. Only 1 diagram is accepted.
- \* The symposium proceedings printed will not be in color, so please note that your diagram must be identifiable in black and white.
- \* Papers written by non-English speakers should be checked and corrected by a native English speaker to avoid poor grammar and style.
- \* Papers should not be for advertising purpose (i.e. including product names).

[Abstract proceedings image]

Abstracts submitted online will be arranged into the proceedings of the symposium as shown in the following image. When a diagram is included, it will be placed at the bottom. The image is subject to change.

(initial page layout)

- Sample Layout: Title of Article Should Concisely and Accurately Specify Subject of Paper**
- A. B. Fish\*, C. D. Flesch\* and E. Fowle\*\*
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\*\* Budget & Billham plc, Hamilton House, Hangover Square, London NC1 4TS, UK
- Keywords**  
Abstract; author details; example; headings; layout; title page
- Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance). Up to 600 words on one A4-format page with up to a diagram. Do not advertise commercial products or services or refer to their names in text. Use 12-point Times New Roman font in Microsoft Word documents (same formatting will apply to documents to be submitted upon acceptance).
- Table 1.** This is an example of table layout. It shows the dimensions of the text area to be used for *Water Science and Technology* articles and of international and US paper sizes (and the consequent recommended margin settings). Note that a minimum number of horizontal rules and (usually) no vertical rules are used.

	Text area (mm)	A4 paper		US (Imperial) paper	
		(mm)	(in)	(mm)	(in)
Depth	250	297	11.69	279.32	11.0
Top/bottom margin	-	25	1.0	15	0.6
Width	170	210	8.27	215.84	8.5
Left/right margin	-	20	0.8	23	0.9

- (1) Title
- (2) Name of Author(s)
- (3) Mailing address of each author
- (4) Keywords
- (5) Abstract
- (6) Diagram