

AusIMM New Zealand Branch Conference Abstract Guidelines

Timetable

31 May 2010	Deadline for submission of abstract
25 June 2010	Notification of acceptance of abstract
24 September 2010	Deadline for submission of full paper (see paper guidelines)

Purpose

The abstract is required by the conference organising committee to evaluate suitability for acceptance, and whether the paper will be allocated an oral or poster presentation. A full paper will be required by 24 September 2010, and therefore you will be able to make changes to your abstract before final paper submission. The abstract can be a formal summary of your intended paper, or an outline of the intended presentation.

Deadline

Abstracts are required by 31 May 2010.

Abstract layout

All abstracts submitted will include the following:

- Paper title at top of page.
- Author(s) name(s) immediately below the title. Use initials only for given name(s).
- Author(s) position, and organisation details (including e-mail address if available) immediately below the list of authors.
- Abstract of maximum length 300 words, which summarises the key points made in the paper (and does not simply describe the contents).

Format details

The abstract is to be formatted in the following manner:

- A4 page size, single column format.
- Top margin 25mm, bottom margin 25mm.
- Left margin 25mm, right margin 25mm; fully justified left and right.
- Single line spacing, with an extra line between paragraphs and headings.
- Paragraphs not to be indented.
- Font style and sizes:
 - Title – Arial, 18 point, lower case, bold, centred,
 - Authors – Times New Roman, 12 point lower case; bold, centred

Author's affiliations, postal and email addresses – Times New Roman,
12 point lower case, plain; new line for each author; keyed to
authors by superscript numbers
Abstract – Times New Roman, 12 point, plain

Submission of abstracts

Either:

Email your abstract to: h.cocker@auckland.ac.nz

Or:

Post a paper copy of your abstract to:

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