

GUIDE FOR CONFERENCE AUTHORS

Subtitle

FIRST A AUTHOR, SECOND B AUTHOR

The Institute and Country the Authors 1 and 2

and

THIRD C AUTHOR

Institute and Country Author 3 if different to Authors 1 and 2

1. First Order Headings

Text area is 197 mm x 120 mm with running headers. Keep all text and artwork within this boundary. First-order headings are 11pt Times New Roman, bold, upper/lowercase letters. Paragraphs after a heading begin at the left-hand margin, subsequent paragraphs are indented 6 mm. Text is in 11 pt Times or Times New Roman with 13 pt leading. Citations are in the Harvard style, e.g. Grower (1991) where author's name appears in text, or where authors' names are not cited specifically in text, add citation in parentheses with no commas (Grower and Growee 1990; Grower 1991). Paragraphs immediately following a heading are not indented.

Second and subsequent paragraphs indented 5 mm from the left-hand margin, with no extra space between the paragraphs.

Maximum length 2 pages.

2. Another First Order Heading

This text after another first order heading begins at the left-hand margin.

References

References are in 9 pt, 10 pt leading, unnumbered and in alphabetical order. Please conform to the following style, note no stops after initials:

Bernus, JS and Chase, MA: 1990, Decision making in a networked environment, in H Eschenauer, J Koski and A Osyczka (eds), *Technology and Communication*, Springer-Verlag, Berlin, pp. 376–396.

Minsk, ML: 1990, Process models for cultural integration, *Journal of Culture* **11**(4): 49–58.

Smythe, JS (ed.): 1990, *Applications of Artificial Intelligence to Communication*, CMP and Springer-Verlag, Berlin.