Titles of Papers: This is How to Format and Capitalise Them Using Bold Arial 16pt

GEO 885, Group #

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Date: DD.MM.YYYY

Word count: XYZ words

## Abstract

The abstract briefly summarises the research plan, including relevant background information, data, methods, and expected results. Update your abstract (deliverable 1) and include the feedback from your instructors.

**Keywords**: spatial machine learning, geographic keywords, short paper, abstract.

## 1. Background

The purpose of providing these notes is to standardise the format of project report papers for GEO 885. These notes are reworked from author guidelines for the extended abstracts for GIScience 2010, Geocomputation 2007, GISRUK 2007, and Geomorphometry 2009 conferences.

The page size must be A4 (not US Letter) and the margins must be 2.5 cm (top and bottom) and 3.1 cm (left and right) respectively.

Each section of the paper (except the *Acknowledgements* and *References* sections) should be numbered, as shown in this example. The section heading should be left-aligned with bold Arial 14 pt.

The main text is set in Palatino Linotype 12 pt. The main text should just be justified, as in this example. Paragraphs should not be indented. There should be a spacing of 0.2 cm between subsequent paragraphs. The line spacing should be 1.15 times the font size, so 13.8 pt.

Submissions should be written in English. Authors should keep to the limit of **750 words** (excluding references and figure/table captions). Please include the corresponding word count on the title page. Submissions, which fail to follow the specified format and prescribed length will not be considered for inclusion.

### 1.1 Sub-sections and Their Formatting

Sub-sections should be numbered as shown in this example. The sub-section heading should be left-aligned with bold Arial 12 pt. The use of sub-sub-sections is discouraged.

## 2. Equations, Figures, and Tables

### 2.1 Equations

Equations should be centred on the page and numbered consecutively in the right-hand margin as (1), (2), etc. They should be referred to in the text as follows: “Equation 1 is applied to compute ...” or “Weighted correlation coefficient (2) is used for ...”.

### 2.2 Figures

Figures should be presented at relevant locations in the text and not at the end of the paper. They should be referred to in the text as Figure 1, Figure 2, etc. The figure caption is **centred** and **placed below** the figure. As can be seen from Figure 1, figures are centred on the page. Figure captions should be ended with a full stop.



Figure 1. Reproduction of a surrealist painting by Belgian artist René Magritte.

Note how this line is not indented, since it follows a figure. The authors should ensure that the figures are of a minimal sufficient quality: 200 dpi for photographic images and 300 dpi, or preferably even vector graphics, for line drawings.

### 2.3 Tables

Tables should be in the style shown below and should be referred to in the text as Table 1, Table 2, etc. The table caption is **centred** and **placed** **above** the table. The lines at the top and the bottom end of the table are 1pt, the line separating the header from the body of the table is 0.5pt. Like figures, tables are centred on the page (see Table 1).

Table 1. Venues of AGILE conferences 2011–2016.

|  |  |  |
| --- | --- | --- |
| Year | Location | Country |
| 2011 | Utrecht | The Netherlands |
| 2012 | Avignon | France |
| 2013 | Leuven | Belgium |
| 2014 | Castellon | Spain |
| 2015 | Lisbon | Portugal |
| 2016 | Helsinki | Finland |

Please make sure that there is not too much whitespace in your paper by suitable placement of figures, tables, and text.

## 3. References and Citations

A list of references cited must be provided at the end of the paper. Citations of these within the text should be given as follows. There are several good papers in this area (Authority, 1973; Learned & Expert, 1982), although the work by Fudgit & Writer (1997) is an exception. Note that “et al.” is not italicised.

The reference list should be formatted as in the example below, using APA style citations, 10pt Palatino Linotype, justification, and 1 cm hanging paragraphs for each reference. Do *not* use abbreviations of journal titles.

It is highly recommended to use a citation management software, such as Mendeley, Zotero, Jabref, Endnote, or BibLaTeX.

## 4. File Format and Submission

For info on submissions, refer to the course website on OLAT.

## References (note that this heading has no number)

Authority, F. (1973). Stating the obvious: An interdisciplinary approach. *Journal of Entirely Predictable Results, 63*, 1037–1068.

Fudgit, B., Publish, H., & Writer, A. (1997). *Looming deadlines and how to deal with them.* Norwich, UK: Partridge & Co.

Learned, C., & Expert, M. (1982). Reworking previous publications for fun and profit. In K. Doctor, & B. Professor (Eds.), *Proceedings of the 2nd International Conference on Something You Thought Was Relevant But Isn’t Really*, (pp. 120–149). Los Angeles.