

## Abstract Preparation Instructions and Template for HIAS

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The preferred method of abstract submission is electronically, using this template. If you simply type into this template there should be no need to worry about the page layout, font size and/or spacing. Nevertheless, here are the critical details for MS Word:

Single A4 sheet with 2.5 cm margins on all sides. Spacing throughout is 1.0 lines. Use a Roman font (such as Times). Heading is 14 pt bold title case and centered, body is 12 pt. Leave two lines between heading and author list which is also in title case and centred. In the case of authors from multiple institutions superscripts, 1, 2, 3, ... after the author names should be used. The affiliations should be centred and in italics. Underline the name of the presenting author. Each new affiliation should begin on a new line. Leave one line between the affiliations and the text. The body text should be justified, no indent, leaving one blank line between paragraphs. Figures and appropriate key references [1,2] may be included if desired within the one-page limit. Citations should be in-line, as a number enclosed in square brackets. The corresponding reference list (in numerical order) begins one line spacing below the end of the text.

The abstract should be attached as a \*.doc or \*PDF to an email with Subject: abstract\_submission and sent to [hia.admin@anu.edu.au](mailto:hia.admin@anu.edu.au) by the date indicated on the “Important dates” page of the HIAS website.

[1] J. Black and V. White, *J. Irrep. Res.* **100**, 187 (2002).

[2] A. Brown, A. Smith and A. Chemist, *The Art of Writing Convincing Abstracts* (Pergamon Press, 2000) p 868.