

# 10th ICA Mountain Cartography Workshop

## Guidelines for Authors

### Full Paper (or Extended Abstract)

Authors should use the following guidelines in preparing their papers/abstracts.

#### Format

- Paginated to letter size format (A4 also acceptable)
- Upper, lower and right margins of 2.5 cm
- Left margin of 3 cm
- Times New Roman font set at 12 point size
- Single spacing
- Maximum length of 5,000 words and/or 14 pages including figures, tables, and references
- No indentations for paragraphs, but a blank line between paragraphs
- Page numbers should be set central to the bottom of each page

#### Structure

- There should be two blank lines to start with. The title should be written in capitals and centred, starting from the 3rd line from the top
- The author name(s), affiliation(s) and email(s) should be separated by two lines gap from the title (full addresses and phone/fax numbers should be provided after the end of the paper, with a 3 line gap intervening)
- The title and name(s) of the author(s) should be in bold typeface
- Author details should be followed by the Abstract body and keywords
- After the Abstract, two blank lines should separate the main body of the paper from the Abstract
- The body of the paper can have sections and subsections, which can be numbered using a maximum of two digits (for example, **1. INTRODUCTION, 2.1 Model Validation**, etc)
- The section and sub-section headings must be bold typeface
- All text must start at the left hand margin (that is, new paragraphs are not to be indented) with exception of listings, which may be indented
- The second and subsequent pages should start text from the first line of the page

#### Order

The general order of the materials in the paper should be as follows:

- Title and authors
- Abstract
- The sections of the main body of the text, tables and figures (the tables and figures should appear close to their citation in the text)
- Acknowledgements, if any
- References, if any (see next page for formatting)

#### Equations, Tables and Figures

- Equations should be typed, preferably using the same word processor as for the rest of the text
- Equations must be numbered sequentially with their numbers in parenthesis and right justified
- Tables must be numbered sequentially and have a reasonably explanatory title above the table; the measurement units employed in the table must be indicated.
- Figures should be provided embedded in the paper, or as separate files. Preferred formats include most standard bit map formats.

## References

The Harvard System of referencing should be used (see for example, *Transportation Research*). In the body of the text papers or documents are referred by author's surname with the year of publication in parenthesis; if the quotation is itself in parenthesis, the year of publication is separated by a comma. If the reference has more than two authors, only the surname of the first author followed by et al in italics will appear in the body of the text.

At the end of the paper complete references must be given alphabetically by author's surname including: surname(s) and initials of author(s), separated by a comma, year of publication in parentheses, title of the paper, title of the journal in italic typeface, and first and last pages. In case of books the title of the book must be in italics typeface, with first letter capitals; the publisher and the city of publication must also be indicated.

The following examples present some of the most typical cases of referencing that might appear at the end of the paper.

### a) Books and book chapters

Butenfield BP and RB McMaster (eds), 1991, *Map Generalization: Making Rules for Knowledge Representation*, Longman, London.

Kuhn W and AU Frank, 1991, A formalization of metaphors and image-schemas in user interfaces, in: DM Mark and AU Frank (eds), *Cognitive and Linguistic Aspects of Geographic Space*, Kluwer, Dordrecht, 419-434.

### b) Journal papers

Goodchild MG and BR Rizzo, 1987, Performance evaluation and workload estimation for geographic information systems, *International Journal of Geographical Information System*, 1(1), 67-76.

### c) Papers presented in conferences

Evans J, J Ferreira and P Thompson, 1992, A visual interface to heterogeneous spatial databases based on spatial metadata, *Proceedings 5th International Spatial Data Handling*, 3-7 August 1992, Charleston, South Carolina, 282-293.

### d) Web based documents

NASA, 2000, *Digital Earth Workbench*, Web site: [holodeck.gsfc.nasa.gov/digitalearth/](http://holodeck.gsfc.nasa.gov/digitalearth/) (accessed July 28, 2000).

*Northern Territory Bird Atlas*, 2000, Web site: [birds.rhyme.com.au/](http://birds.rhyme.com.au/) (accessed November 10, 2000).

### e) Other documents

Econometric Software, 1994, *LIMDEP, Econometric Software Inc.*, New York and Sydney.

Kokur G, T Adlet, W Hyman and B Aunet, 1982, *Guide to Forecast Travel Demand with Direct Utility Assessment*, Report No. UMTA-NH-11-1-82, US Department of Transport, Washington, DC.

## **Abstract**

Authors should use the following guidelines in preparing their abstracts.

### **Format**

- Paginated to A4 paper format
- Upper, lower and right margins of 2.5 cm
- Left margin of 3 cm
- Times New Roman font set at 12 point size
- Single spacing
- Required length of 300 words

### **Structure**

- The title should be written in capitals and left justified, starting from the 3rd line from the top. The title and name(s) of the author(s) should be in bold typeface
- Author name(s) and affiliation(s) should be separated by one line gap from the title
- The abstract should follow allowing two line gap, and after a 1 line gap up to 5 keyword items. These should be preceded by "Keywords: ", and each keyword item should be separated by a hyphen.

## **Poster**

Authors should use the following guidelines in preparing their posters.

### **Format**

- Please use A0 (1189mm x 841mm) or A1 (841mm x 594mm) paper format.

### **Orientation**

- Both, portrait and landscape orientation of the poster is acceptable.

### **Structure**

The poster should include:

- Title
- Author(s) and affiliation(s)
- The main body of the poster including text, tables and figures
- Acknowledgements, if any
- References

### **References**

Please follow the instructions as given in the Full Paper guidelines.